

GYM RENTAL REGULATIONS

DATE: _____ TIME: _____ EVENT: _____

RENTER'S NAME: _____ GYM 1 GYM 2 FULL GYM KITCHEN

By the end of your rental period, please sign and return this form to the Center Supervisor.

The Center Supervisor has the authority to enforce rules and may end your rental early if rules are violated. It is your responsibility to supervise children and monitor the behavior of your guests. Foul language, fighting, and inappropriate behavior will not be tolerated. You will be held responsible for any damages or lost equipment. Renters and guests who violate rules may lose the privilege of using Carlisle Parks and Recreation facilities in the future.

General Rules and Information

- **CLEAN-UP** – Remove all food and supplies, disinfect tables, clean the rental space, and take trash/recycling to the dumpsters within your rental period. Trash bags and cleaning supplies will be brought to you 30 minutes before your rental ends. If your rental ends earlier, please see a Center Supervisor for cleaning supplies.
- A **\$25 penalty + hourly fees will be assessed** if you fail to clean up or leave the facility on time.
- **NOT PERMITTED** – Confetti, glitter, powder balloons, pets, cleats, spike heels, wheeled shoes, skateboards, scooters, rollerblades, and hover boards. Fog machines and grills are also not permitted because they may set off the fire alarm, requiring evacuation of the building.
- Please secure helium balloons.
- **BEHAVIOR/COURTESY** – Please be courteous of the facility, including tables, chairs, and equipment. Avoid offensive language or behavior. Gym renters who wish to play music during their event must have rented the Full Gym and keep lyrics “clean”.
- **Commercial Entertainment Equipment**, such as a Bounce House, may only be used if application has been submitted and approved, as well as having a certificate of insurance on file.
- **WIFI** – Network: BoC-StuartCenter Password: BCF415EF53



All Carlisle Borough parks and facilities are ALCOHOL and TOBACCO FREE.

(exception: guests may smoke in their cars)



End of Rental Cleaning Checklist

- ___ Remove all decorations, including balloons, string, ribbon, and tape.
- ___ Wipe all tables with disinfectant.
- ___ Return tables and chairs to the carts in an organized manner. If you have moved the tables or chairs on the stage, please return them to the same manner as you found them.
- ___ Dry mop the gym floor if you served food or tracked in dirt. Clean up/wet mop any spills immediately.
- ___ Take all trash/ recycling outside to the dumpsters (in the parking lot to the right of the main entrance).

**The Center Supervisor will put away the table/chair carts, equipment, and cleaning supplies.*

I adhere to all facility policies, understand the responsibilities required, and will be held accountable for my rental and guests.

RENTER'S SIGNATURE: _____