



### **Carpenter Center Gym Party Information**

Whether it's a family party, an end of summer bash, an end of season team bash, a birthday party, or anything in between, enjoy a fun-filled day with friends & family! Reserve our gym for your family, child and/or friends to enjoy various activities, such as: dodgeball, kickball, wiffleball, soccer, basketball, pickleball & just about anything else you can do in a gym!

#### **Amenities include the following:**

- A birthday message on the entrance sign.
- Refrigeration for cake and refreshments (if needed).
- Ample space for tables, seating and decorations.

#### **Safety:**

- The Carpenter Center will provide a staff member to supervise everyone in attendance.
- All participants are required to abide by the safety rules and the party host is responsible for enforcing the safety rules along with Carpenter Center Staff.
- All attendants are to remain in the designated area(s) until the end of the party.

#### **Things to consider:**

- Have participants dress appropriately. Shorts and t-shirts are recommended, attendants will get hot.
- NO JEWELRY, BELTS, BUCKLES, ZIPPERS ALLOWED ON THE EQUIPMENT.
- NO FOOD OR DRINK ALLOWED ON THE GYM FLOOR.

#### **Fees:**

- \$100 an hour includes up to 50 participants (anyone participating and/or using the gym/equipment, including adults). For each additional 10 participants there is an additional \$50 fee. The reservation must be 2 hours minimum/max... The reservation does NOT include additional time for set up and clean up. Multiple parties are booked on a daily basis, please be mindful of your time in the facility.
- Payment is due (in full) at the time of scheduling. No party is final until payment has been made.
- Refunds or rescheduling may be honored if 7 days' notice is provided. Rescheduling is subject to vary, based on other parties already scheduled.



**Carpenter Center Gym Party**  
**Registration Form**



Registration Date: \_\_\_\_\_

Party Date & Time: \_\_\_\_\_

Birthday Child/Party Host Name and Age:  
\_\_\_\_\_

Number of participants using gym/equipment (including adults): \_\_\_\_\_

Party Host Name: \_\_\_\_\_

Party Host Address: \_\_\_\_\_

Party Host Phone: \_\_\_\_\_

Party Host Email: \_\_\_\_\_

Party for 50 participants (\$100.00 hourly):	\$ _____
Additional 10 participants (\$50.00):	\$ _____
	<b>Total: \$ _____</b>

**\*\*OFFICE USE\*\***

Reservation made by: \_\_\_\_\_

Cash \$ \_\_\_\_\_      Check \$ \_\_\_\_\_      Check #: \_\_\_\_\_

Debit/Credit Card (attach receipt) \$ \_\_\_\_\_



## Carpenter Center Gym Party Release of Liability and Waiver Form

Safety is our biggest priority at the Carpenter Center, and we are committed to providing a fun and safe environment. We ask that all party attendees take this policy seriously. It is imperative that all participants be attentive and follow the instructions of The Carpenter Center Staff. If a participant consistently disregards the directives of the staff, the staff will ask the participant to leave the equipment area. As with any physical activity, there is an inherent risk and injury may occur. A report will be completed and filed with The Carpenter Center Director. The Carpenter Center will not be held liable for injuries including compensation for injuries and/or medical bills associated with the injury.

### Release

In consideration of participation in activities at The Carpenter Center, I represent and understand the nature of these activities and I am qualified, in good health, and in proper physical condition to participate in such activities. I acknowledge that if I believe conditions are unsafe, I will immediately discontinue participation in the activity. I fully understand that this activity involves risk of serious bodily injury, including permanent disability, paralysis, and death, which may be caused by my own actions, or inactions, those of others participation in the activity, the conditions in which the activity takes place, or the negligence of the "releasees" named below. I fully accept and assume all such risks and all responsibility for losses, cost, and damages I incur as a result of my participation in the activity. I hereby release, discharge, and covenant not to sue The Carpenter Center, its respective administrators, directors, agents, officers, volunteers, employees, other participants, sponsors, advertisers, and if applicable, owners and lessors of premises on which the activity takes place (each considered one of the "releasees" herein), from all liability, claims, demands, losses, or damages on my account caused in whole or in part by the negligence of the "releasees" or otherwise, including negligent rescue operations, and agree that if, despite this release and waiver of liability, and assumption of risk I, or anyone on my behalf, makes a claim against any of the "releasees," I will indemnify, save, and hold harmless each of the "releasees" from any loss, liability, damage, or cost, which any may incur as a result of such claim.

**Any and all activities will be conducted in a safe environment and will hold The Carpenter Center harmless of any injuries incurred in and outside the gym area.**

I have read this agreement and understand I have given up substantial rights by signing it. This release has been signed freely and without any inducement or assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent

allowed by law and agree that if any portion of the agreement is held to be invalid shall continue in full force and effect.

Responsible Party Signed: \_\_\_\_\_

Print: \_\_\_\_\_

Date: \_\_\_\_\_

**Releasees:**

Participant Name: \_\_\_\_\_

Participant Name: \_\_\_\_\_

Participant Name: \_\_\_\_\_

Participant Name: \_\_\_\_\_

Participant Name: \_\_\_\_\_

## **Carpenter Center Tumbling Gym Party Staff Procedures**

- Arrive 45 minutes prior to the start of the party.
- Check the designated areas (Community Room, Lobby & Gym) for cleanliness.
- Check bathrooms for cleanliness and make sure toilet paper and paper towels are stocked.
- Check the refrigerator for cleanliness and space for party host supplies.
- Locate the Release of Liability and Waiver Forms as well as incident forms so they are readily available.
- When the party host arrives, greet them and ask if they need assistance with anything.
- Assist the party host in making sure they have what they need and offer the refrigerator.
- Make sure you are monitoring any parents dropping participants off to ensure the Release of Liability and Waiver Form is completed.
- **During the party:** It is your responsibility to make sure participants are using the equipment safely. Use a warning and explain what they are doing wrong when needed and notify the host of the warning. If the participant is not abiding by the safety rules, have the participant removed from the area/party.
- If any injury occurs, notify the Director as soon as possible and complete the incident form prior to the party host leaving.
- **Following the party:**
- Assist party host in additional cleaning, putting equipment and tables/chairs away.
- Leave the Release of Liability and Waiver Forms and registration forms on the front desk.
- Make sure tables and chairs are cleaned and put away and organized (no deep cleaning necessary).
- Check the bathrooms for cleanliness (no deep cleaning necessary).
- Check the gym/designated areas for any trash or items left behind (no deep cleaning necessary).
- Gather all trash and take it to the dumpster.
- Turn off all lights, set the alarm and lock up.