

Rental Agreement



Name of Responsible Person or Group Renting

Address (Street, Town, State, Zip)

Telephone number (including area code)

I/We desire to rent the facilities as outlined below at the Billerica Boys & Girls Club of Greater Billerica, Inc.

Date(s) of rental: _____

Time of rental: _____

Package	Rooms Included	Price	Check all that apply
A	*Pool, Gym Games Room, Kitchen/Café	\$300 for 2 hours	
B	*Pool, Gym, Kitchen/Café	\$250 for 2 hours	
C	Gym, Games Room, Kitchen/Café	\$225 for 2 hours	
D	*Pool, Games Room Kitchen/Café	\$250 for 2 hours	
E	*Pool & Kitchen/Café	\$225 for 2 hours	
F	Gym & Kitchen/Café	\$200 for 2 hours	
G	Games Room & Kitchen/Café	\$200 for 2 hours	
H	*Pool Only	\$100 per hour	
I	Gym Only	\$80 per hour	
*If you have more than 25 swimmers (regardless of age) in the pool you must have a 2nd lifeguard for an additional \$25 an hour.			
Party times can be extended in 30 minute increments for \$50. (Up to 1 hour)			
The Club reserves the right to simultaneously book areas not in use by your group.			

Total Amount Due: \$ _____

All reservations are considered final and non-refundable. If a renter must cancel, they will only receive a refund if the Club is able to fill the allotted slot.

The renting party is responsible for any damage to our building and equipment.

The renting person or party agrees to the following policies, which apply to all rentals in facilities operated by the Boys & Girls Club of Greater Billerica, Inc.

1. All rentals shall require the presence of a staff member of the Boys & Girls Club of Greater Billerica, Inc. It is understood that the staff person on duty shall be the **final authority** on ALL matters.
2. The renting party understands that the Boys & Girls Club of Greater Billerica, Inc. reserves the right to cancel any rentals or series of rentals or to limit participation when, in the judgment of the staff person on duty, appropriate policies or behavior or procedural guidelines have not been complied with.
3. The signatory for the renting party is familiar with the policies and procedures of the Boys & Girls Club of Greater Billerica, Inc. relating to rental of facilities and with the operation of the rented area (especially in regards to behavior, care and cleanliness of facilities, and safety rules). **No alcoholic beverages allowed.** Further, the renting organization agrees to, in turn; familiarize its participants with such policies.

Insurance for renting the Boys & Girls Club of Greater Billerica, Inc.

The following conditions should be fulfilled before the contract for the rental of the Boys & Girls Club of greater Billerica, Inc. is accepted.

1. **Any long-term renting party (two or more scheduled rentals)** shall obtain ***public liability insurance*** to protect the Boys & Girls Club of Greater Billerica, Inc. from claims for ***personal injury and accidental death*** in the amount of coverage totaling \$100,000-\$300,000, and ***property insurance*** to protect the Boys & Girls Club of Greater Billerica, Inc. from claims arising from ***property damage*** in an amount of coverage totaling no less than \$10,000. The Boys & Girls Club of Greater Billerica, Inc. shall be named as additional insured under this policy and a copy of said ***certificate of insurance*** will be presented to the Boys & Girls Club of Greater Billerica, Inc. prior to the first rental date.
2. Any one time renting person or party does not need to obtain a separate insurance policy, but must agree to condition No. 3 below.

3. That the renting person or party, by acceptance of these conditions for the rental of the Boys & Girls Club of Greater Billerica, Inc., further **agrees to indemnify and name harmless the Boys & Girls Club of Greater Billerica, Inc. from any and all claims arising from said rental use. Further, damage to the facility will be billed to the responsible person or group.**

By signing below, I agree to the policies set in place by the Boys & Girls Club of Greater Billerica, Inc for renting the facilities.

Signature of Responsible Person or Group

Boys & Girls Club Staff Name

Child's Name (if applicable)

Date

For Staff Use Only:

Total Rental Fee Due: \$ _____

Amount Paid: \$ _____

Payment receipt #: _____