



Glenwood Springs Community Center Gymnasium Rental Agreement

Primary Contact: _____ Birthdate: _____ Total # of Participants: _____
 Preferred Phone: _____ Email: _____
 Address: _____ City: _____ State: _____ Zip: _____

Private Rental Fees:	\$60 per hour half court	\$360 per day half court
	\$96 per hour full court	\$576 per day full court
Non-Profit Rental Fees:	\$45 per hour half court	\$270 per day half court
	\$72 per hour whole gym	\$432 per day full court
Public School Rental Fees:	\$42 per hour half court	\$252 per day half court
	\$67 per hour whole gym	\$402 per day full court

Date of Event	Start Time	End Time	# of Hours	Rate	Gym	Total Due	Paid

The City of Glenwood Springs ("City") and _____ ("the Lessee") in consideration of the terms and conditions set forth herein hereby agree to the following:

1. The Lessee will comply with all applicable rules, regulations, and policies of the City of Glenwood Springs and the Community Center.
2. In the event it shall become necessary for the City to enforce any or all of the terms, covenants and conditions of this agreement, the Lessee agrees to pay all expenses incurred by the City in so enforcing the agreement, including reasonable attorney's fees and court costs.
3. During the time the facility is being used by the Lessee, the City of Glenwood Springs is not responsible for accidents, injuries, damage, or loss of property. Lessee shall indemnify and hold the City of Glenwood Springs harmless for any and all claims resulting from the use of the facility by the Lessee, their employees, guests, or invitees.
4. Rental Rates include exclusive use of the facility on a per hour basis. The Lessee will not sub-lease the facility.
5. Rentals will only be available during non-programmed hours of the facility.
6. Group size is limited to a reasonable number of persons based on activity to provide a safe and enjoyable experience.
7. Users must have the appropriate footwear while using the gym.
8. No food or drink of any kind, with the exception of water, is allowed in the gymnasium.
9. All rental fees must be paid no less than 72 hours from time of booking or rental will be cancelled and \$50 cancellation fee will be charged.
10. Cancellations and refunds: If the event is canceled by renter/lessee, a \$50.00 cancellation fee to cover cost of processing will apply. If the event is cancelled less than (14) business days prior to the event, 50% of the total rental fees will be retained by the City. If the event is cancelled (7) business days prior to the event, ALL rental fees will be retained.
11. The City of Glenwood Springs reserves the right to cancel this agreement and withdraw the permission hereby granted for just cause or failure to comply with any of the above terms and conditions. In such cases, the Lessee will upon request, immediately remove all persons and equipment it has caused to be in the facility, with no refund.
12. The City of Glenwood Springs reserves the right to cancel any event due to special events, scheduling conflicts and/ or program requirements.

Applicant agrees to read and adhere to all policies of the Community Center and to the terms on this form.

Applicant Signature: _____ **Date:** _____