



Party Room Rental Form

***Only Available during MAC Recreation Swim Times for 90 Minute Blocks**
Must be reserved at least 48 hours in advance & must be paid in full in order to reserve time on calendar
Price includes swimming admission.

Name: _____

Street Physical Address: _____

Street Mailing Address (if different than Physical Address): _____

City: _____

State: _____ Zip: _____

E-Mail: _____

Phone: _____

Step #1

1 Room Per 90 Minute Block

Mac Member **\$69**
 In District **\$102**
 Out of District **\$117**
 Required - \$25 Deposit**
 Room Capacity for up to **20 people**

2 Rooms Per 90 Minute Block

Mac Member **\$138**
 In District **\$204**
 Out of District **\$234**
 Required - \$50 Deposit**
 Room Capacity for up to **40 people**

Step #2

Monday – not available
<input type="checkbox"/> Tuesday ____/____/____
Wednesday – not available
<input type="checkbox"/> Thursday ____/____/____
<input type="checkbox"/> Friday ____/____/____
<input type="checkbox"/> Saturday ____/____/____
<input type="checkbox"/> Sunday ____/____/____

Step #3

	Times / Days
<input type="checkbox"/>	5:15pm - 6:45pm T/TH/F
<input type="checkbox"/>	1:15pm - 2:45pm Sat/Sun
<input type="checkbox"/>	3:00pm - 4:30pm Sat/Sun
<input type="checkbox"/>	

Important Information

Step #4

1 Room _____ X _____ + \$25 = \$ _____

Room Price
of Time Blocks
Deposit**
Total Cost Due to Reserve Room

2 Rooms _____ X _____ + \$50 = \$ _____

Room Price
of Time Blocks
Deposit**
Total Cost Due to Reserve Room

- For every **10 minutes over** Room Reservation time, a **\$20 fee** will be charged.
- The person responsible for the event must check in at the Front Desk before entering the reserved area to receive a copy of the MAC Pool Rules & a checklist of responsibilities.
- 90 minutes includes guest set-up time and clean-up time
- Confetti and glitter are not permitted.

Waiver

Upon entering this Facility/Room rental agreement, I, the undersigned agree to pay for any damages to the facility and/or equipment. I will be billed for any damages to equipment and/or the facility at the discretion of the Madras Aquatic Center Management. Billing will be for the total replacement of damaged goods, or to repair damaged property. I will be billed for excessive cleaning if necessary that will be determined at the discretion of the Madras Aquatic Center Management. Failure to pay for damages to facility or equipment may result in collections.

The MAC assumes no liability for loss by any cause including, but not limited to, theft or damage to any equipment, furnishings, or other personal property belonging to the renters or their guests.

****Deposit**

Deposit is paid by Card ONLY. Card will be credited back Deposit amount if all MAC rules were followed and the staff agrees that the facility was left in acceptable condition; clean and no damage to furniture, fixtures, or the building. Failure to comply with all MAC facility usage rules will result in forfeiture of your deposit & the opportunity to rent MAC facilities in the future.

Change of Date or Time Requests

Any change of Room Rental **Date or Time**, prior to rental date will be assessed an additional **\$25.00**.

Cancellation Requests

If cancellation occurs 14 days from rental date:
100% Refundable and deposit, less \$25 change fee
 If cancellation occurs within 13 days of rental:
No refund is permitted – Deposit is refunded

Signature _____

Date _____

Office Use Only	Processed By _____ Please Print _____	Date _____
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