



Party Package Request Form

CENTENNIAL RECREATION CENTER

171 W. Edmundson Ave.
 Morgan Hill, CA 95037
 Fax: 408.778.8286
 Phone: 408.310.4245
 sandra.diner@mhcrc.com

**Request form must be submitted at least two (2) weeks prior to desired party date.
 Do not send out invitations until reservation is confirmed by the Party Package Coordinator.
 Full payment is due at the time of reservation.**

CUSTOMER INFORMATION

Name:	Primary Phone:
Address:	E-Mail:
City, ZIP:	Fax:
Name and Age of Birthday Child(ren):	Number of Guests:

CENTENNIAL RECREATION CENTER

<input type="checkbox"/> Indoor Party Room ___ Party Room (15 guests) ___ Multi-Purpose Room (Half Room - 30-50 guests) Date: _____ Room Rental Time: _____ Guest Arrival Time: _____	<input type="checkbox"/> Patio Pool Party (4 tables\20 seats) Date: _____ Guest Arrival Time: _____
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Base Fee <input type="checkbox"/> 15 Guests (Resident \$252/ Non-Resident \$282) <input type="checkbox"/> 30 Guests (Resident \$342/ Non-Resident \$372)	
Additional Guests # _____ x \$6.00	
Total:	

Initial one of the statements below:

___ I agree to pay for all additional guests up to the agreed amount according to my contract.
 Maximum number for additional guest: _____

___ All additional guests are required to pay for admission

Method of Payment: **Credit Card (Visa or MasterCard)** **Check (payable to City of Morgan Hill)**

Credit Card No., Expiration & Security Code: _____

Billing Address (if different than above): _____

I HEREBY AUTHORIZE THE USE OF MY CREDIT CARD TO THE CITY OF MORGAN HILL FOR RESERVATION FEES AND ENTRANCE FEES.

Signature: _____ **Date:** _____

Party Package Agreement

Centennial Recreation Center

DISCLAIMERS: (Please initial)

- _____ The maximum capacity is 24 individuals in the Party Room, or 55 individuals in each half of the CRC Multi-Purpose Room. There are no exceptions to this safety rule.
- _____ No food or drinks are allowed inside the indoor pool area, with the exception of unflavored water.
- _____ Every guest must sign a waiver of Liability Release Form before using the facility or any equipment, and every guest must sign in at the front desk. **A "guest" is anyone who enters the natatorium regardless if that person is swimming or not.**
- _____ As Party host, I assume full responsibility for the actions and behaviors of attendees of my party.
- _____ Including any damage or misuse of the facility and/or equipment incurred during the span of my facility permit.
- _____ Decorations may not be taped or stapled to the windows or walls of the Party Areas. There is NO confetti allowed. You are allowed 15 minutes before your party start time to decorate the room. Balloons, tablecloths, centerpieces and other free-standing decorations are acceptable inside the rooms but must be removed before vacating the room.
- _____ Use of Senior Café kitchen equipment is prohibited. If needed, a cake cutter/server is available for sale at our Front Desk.
- _____ I have read and understand the rules and policies specific to the facility of my party package.
- _____ I understand that a completed Guest List must be provided before my party's start time.

PARTY PACKAGE CANCELLATION POLICY

Cancellations requested 30 days or more before the event will receive a refund minus a \$50 processing fee. Cancellations requested less than 30 days before the event will receive a 50% refund. Cancellations requested less than 14 days before the event will not receive refunds.

_____ (Please initial) I have read and understand the cancellation policy for the Party Package Program of the City of Morgan Hill.

Signature: _____

Date: _____

Waiver of Liability

CITY OF MORGAN HILL AND YMCA OF SILICON VALLEY: RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT

IN CONSIDERATION of being permitted to utilize the facilities, services and programs of the YMCA and City of Morgan Hill (or for my children to so participate) for any purpose, including, but not limited to observation or use of facilities or equipment, or participation in recreation programs including classes where the participants supply their own equipment, or participation in any off-site program affiliated with the YMCA or City of Morgan Hill, the undersigned, for himself or herself and such participating children and any personal representatives, heirs, and next of kin, hereby acknowledges, agrees and represents that he or she has, or immediately upon entering or participating will, inspect and carefully consider such premises and facilities or the affiliated program. It is further warranted that such entry into the YMCA or City of Morgan Hill for observation or use of any facilities or equipment or participation in such affiliated program constitutes an acknowledgment that such premises and all facilities and equipment, including equipment supplied by the participant, thereon and such affiliated program have been inspected and carefully considered and that the undersigned finds and accepts same as being safe and reasonably suited for the purpose of such observation, use or participation by the undersigned and such children.

IN FURTHER CONSIDERATION OF BEING PERMITTED TO ENTER THE YMCA AND CITY OF MORGAN HILL FOR ANY PURPOSE INCLUDING, BUT NOT LIMITED TO OBSERVATION OR USE OF FACILITIES OR EQUIPMENT, OR PARTICIPATION IN ANY OFF-SITE RECREATION PROGRAM AFFILIATED WITH THE YMCA OR CITY OF MORGAN HILL, THE UNDERSIGNED HEREBY AGREES TO THE FOLLOWING:

1. THE UNDERSIGNED, ON HIS OR HER BEHALF AND BEHALF OF SUCH CHILDREN, HEREBY RELEASES, WAIVES, AND DISCHARGES the YMCA, its directors, officers, employees, and agents, and City of Morgan Hill elected officials, officers, employees, agents and representatives (hereinafter referred to as "releasees") from all liability to the undersigned or such children and all his personal representatives, assigns, heirs, and next of kin for any loss or damage, and any claim or demands thereon on account of injury to the person or property or resulting in death of the undersigned, whether caused by the negligence of the releasees or otherwise while the undersigned or such children is in, upon, or about the premises or any facilities or equipment, including equipment supplied by the participant, therein or participating in any program affiliated with the YMCA or City of Morgan Hill.
2. THE UNDERSIGNED, ON HIS OR HER BEHALF AND BEHALF OF SUCH CHILDREN, HEREBY CONVENANTS NOT TO SUE either the YMCA, its directors, officers, employees, and agents, or City of Morgan Hill elected officials, officers, employees, agents and representatives (hereinafter referred to as "releasees") from all liability to the undersigned or such children and all his personal representatives, assigns, heirs, and next of kin for any loss or damage, and any claim or demands thereon on account of injury to the person or property or resulting in death of the undersigned, whether caused by the negligence of the releasees or otherwise while the undersigned or such children is in, upon, or about the premises or any facilities or equipment, including equipment supplied by the participant, therein or participating in any program affiliated with the YMCA or City of Morgan Hill.
3. THE UNDERSIGNED HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS the releasees and each of them from any loss, liability, damage or cost they may incur due to the presence of the undersigned or such children in, upon or about the YMCA or City of Morgan Hill premises or in any way observing or using any facilities or equipment, including equipment supplied by the participant, of the YMCA or City of Morgan Hill or participating in any program affiliated with the YMCA and City of Morgan Hill whether caused by the negligence of the releasees or otherwise.
4. THE UNDERSIGNED HEREBY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE to the undersigned or such children due to negligence of releasees or otherwise while in, about or upon the premises of the YMCA or City of Morgan Hill and/or while using the premises or any facilities or equipment, including equipment supplied by the participant, thereon or participating in any program affiliated with the YMCA or City of Morgan Hill.
5. THE UNDERSIGNED, ON HIS OR HER BEHALF AND BEHALF OF SUCH CHILDREN, HEREBY consents to and authorizes the use and reproduction of any and all photographs and video which have been taken of the undersigned or such children and all his personal representatives, assigns, heirs, and next of kin for the promotional purposes of the YMCA and City of Morgan Hill, or anyone authorized by the YMCA or City of Morgan Hill. The undersigned understands that no reimbursement will be given for allowing the undersigned or such children and all his personal representatives, assigns, heirs, and next of kin's photo or video to be taken and the use of the photo or video.

THE UNDERSIGNED further expressly agrees that the foregoing RELEASE, WAIVER AND INDEMNITY AGREEMENT is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THE RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT, and further agrees that no oral representations, statements or inducement apart from the foregoing written agreement have been made. **I HAVE READ THIS RELEASE.**

Printed Name of Party Host/Hostess

Signature

Date

Party Rules & General Information

- **Attendance-** In order to avoid being charged for unexpected guests, such as family members of invited guests, please provide the Centennial Recreation Center Staff with a guest list of those individuals you would like to include in your final tally, and pre-pay for additional guest beyond the 15\30 included in your package. Any attendees not found on the list will be required to pay for admission upon arrival. There is a \$6 fee per any additional guests above the contracted party package number.
- **Food and Drinks-**No glass or alcoholic beverages. No cooking or barbequing is allowed in the rooms or patio.
- **Party Room Safety-**The maximum capacity of each party room is: 24 individuals in the small room and 55 in the large room. Guests must be completely dry when walking from the pool area to the party rooms. The floors are extremely slippery when wet.
- **Decorations-** Decorations may **not** be taped or stapled to the windows or wall of the Party Room. Balloons, tablecloths, centerpieces and other free-standing decorations are acceptable, but must be removed before vacating the Party Rooms. No confetti is allowed in the rooms or patio\pool area.
- **Staff-** Staff must remain in the building (they are unauthorized to assist with loads from the parking lot/loading zone to the front door).
- **Clean Up-**Room must be cleared of all party items and trash must be in trash cans by the end of the scheduled party. A fee will be incurred if clean up is not done properly. This fee will be incurred at the discretion of the management

Natatorium Rules

Pool rules are designed to ensure the safety and enjoyment of our members and their guests. Your cooperation is greatly appreciated. Guests must obey all pool rules and follow the directions of lifeguards and staff at all times.

- Guests must be at least 48" tall to ride the large slide and less than 48" tall to use the play structure.
- Adults may accompany small children within the play structure.
- No diving.
- No running on the pool deck.
- No dunking, sitting or standing on shoulders, rough play, or throwing objects.
- Infants and children under 4 years of age must have a parent or guardian in the water and within arm's reach of the child while they are in the water.
- Infants and children under 4 years of age must wear a swim diaper and swim diaper liner under proper swimwear at all times in pool or water features.
- Children under the age of 10 must be accompanied by a parent or guardian at all times.
- Children under the age of 10 must pass a swim test to use lap lanes.
- Youth 10-11 years: Can be in the natatorium alone as long as a parent or guardian is somewhere in the facility.
- Youth 12 years and older: Can be in the natatorium alone and the parent or guardian does not need to be in the facility.
- All swimmers must shower before entering the pool and wear proper swimwear.
- No outside food, drink, glass, cans, or ice chests are allowed in the swimming pool area.
- Portable music players and other electronic devices may only be used with headphones.
- No water toys and floating objects permitted in the water.
- Only Coast Guard approved lifejackets are allowed in the pools. Swimwear with built in lifejackets may be allowed on case by case basis at the discretion of the Natatorium staff.
- Pool rules are subject to change.
- Have fun and use the pool safely at your own risk.

Locker Room Rules

The following rules have been established for customers using the CRC Locker Rooms.

- Please bring a combination lock if you plan on utilizing the lockers
- No cell phone usage in the Locker Room.
- Please be courteous and wipe and clean lockers and areas used.
- Please lock all items; the CRC is not responsible for lost or stolen items.
- Locker usage is on a visit to visit basis. Please remove all items and locks after each visit. This will insure Locker availability for members.
- No opposite sex children over the age 3 in locker rooms. We strongly encourage the usage of the Family Changing Rooms.
- Any type of harassment by either gender to any of our members or guests will result in immediate membership suspension.
- Abuse of our equipment or fixture, loud, obnoxious behavior offensive language is all grounds for immediate suspension.
- No glass, aluminum cans, or food will be allowed in the locker rooms.

Please sign and date that you have read and understand these rules.

Signature _____

Date _____

Centennial Recreation Center Party Guest List



Please provide this Guest List to the front desk staff.

*please note that no one will be allowed past the front desk if they are not listed below.

Birthday Child: _____ **Party Date:** _____

Room Rented: _____

First Name	Last Name	CRC Member (y/n)	Liability Waiver Collected (y/n)
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