

YMCA Camp Sargent Rental Agreement

Updated January 2009



Introduction

This policy describes the rules and regulations under which the YMCA of Greater Nashua will make its facilities and equipment available for use by other groups. Any questions concerning the interpretation of this policy should be referred to the Camp Sargent Director.

Primary Use

The facilities and equipment of the YMCA are first and foremost for the use of YMCA members and regularly scheduled YMCA programs and activities. When these facilities are not in use by the YMCA groups, they may be reserved for non-YMCA groups at the discretion of the YMCA.

Non-YMCA Groups

The YMCA will make Camp Sargent available to groups that meet the following criteria:

1. Groups whose purpose and objectives are generally compatible with those of the YMCA
2. Groups who are willing and able to take responsibility for their activities and who are willing to abide by the YMCA's rules and regulations

Priorities for Use

Priorities for use of Camp Sargent will be given to community service, religious, social, educational, civic, and cultural groups.

Supervision

All groups will be required to designate an individual 21-years-old or older who will be responsible for the conduct of the group. In addition, the YMCA reserves the right to assign the appropriate number of staff members necessary to attend any function by your group. Because YMCA Camp Sargent is located on a waterfront, a certified YMCA lifeguard, employed by the YMCA, will be on duty. He or she will conduct an orientation of the aquatic area before the group uses it.

Standards of Conduct

Any conduct contrary to the purposes of the YMCA is prohibited. The YMCA reserves the right to determine whether or not an individual's conduct is contrary to the purposes of the Young Men's Christian Association on a case-by-case basis. Smoking, alcoholic beverages and drugs are strictly prohibited and not allowed anywhere on Camp Sargent property. Police will be notified immediately.

Certificate of Insurance

All groups will be required to provide a certificate of insurance naming the YMCA as additional insured. Vendors of groups using facilities or property shall also provide a certificate of insurance. Minimum insurance shall be in the amount of \$1,000,000 general liability coverage for each occurrence.

Responsibility for Damages

The organization named on the certificate of insurance and/or the individual responsible for the group and/or the group as a whole shall be responsible for any damage to the facilities, property, or equipment.

Loss of Personal Property

The YMCA assumes no responsibility for the personal property of individuals or groups using the Camp Sargent property.

Use of YMCA Name

Use of the YMCA's facilities does not imply endorsement of any event by the YMCA. Therefore, promotions should not suggest any YMCA endorsement or sponsorship.

Admission Fees

Admission fees shall not be charged without the YMCA's prior written approval.

Food and Entertainment

Use of a caterer or entertainment shall be subject to the approval of the YMCA. Musical entertainment shall cease no later than 6:00 p.m., unless agreed upon by the YMCA, with advance written permission, before the event begins. **No alcohol or alcoholic beverages are permitted on Camp Sargent property at any time.**

Variations to Agreement

Print Name of Group/Organization

Print Group Leader's Name

Group Leader's Signature

Today's Date

Camp Sargent Director's Signature

Today's Date

Rental Group's Responsibilities

- **Chaperones** – Minimum of one adult per 20 youths, with an equal male/female ratio.
- **Supervision** – Each area of the camp that is in use by the group must be supervised by a chaperone over 21 years of age.
- **Standards of Conduct** – Any conduct detrimental to the purposes of the YMCA is prohibited (i.e., alcohol, smoking, chewing tobacco, profanity, or use of illegal substances). Such events will warrant the immediate termination of this Rental Agreement and ALL group members will be immediately escorted off the property, police will be contacted (if necessary). In the event of this occurrence NO refunds will be given.
- **Liability** – An insurance waiver from the group is required (prior to rental) and must specify the date of the event, that the YMCA is the location of the event, and that there is a minimum of \$1,000,000 general liability coverage for each occurrence naming the YMCA as an additional insured.

- **Waterfront** – The YMCA lifeguard(s) on duty have the authority to limit the number of swimmers and/or boaters at any time for safety reasons. The lifeguards will also withhold the privilege of using boats and swimming areas from any rental group participant whose behavior affects his/her safety or the safety of others. Children 16-years-old or under must be with an adult over 21-years-old when using the waterfront at all times.
- The rental group shall be solely responsible for the actions and conduct of ALL persons sponsored by the group while on Camp Sargent property during the event.
- The rental group agrees to leave the Camp Sargent property in the same condition as when first occupied. Disposal of ALL garbage bags into the dumpster (behind main lodge) is the group's responsibility.
- The rental group shall provide its own medical first aid.
- The rental group agrees to be responsible for any and all injuries and damage occurring to or done by persons in its group during use of the YMCA Camp Sargent facility.
- The rental group assumes all risks in the use of the Camp Sargent property.
- The YMCA assumes no responsibility for property brought into the camp. The group leader will personally handle the securing of valuables as he/she determines necessary.
- There will be a YMCA supervisor on duty during your rental whom you can contact through the YMCA front desk at (603) 881-7778. That supervisor is responsible for being available for emergencies and the enforcement of this agreement.
- Any variations must be in writing and agreed upon between both the group leader and the Camp Sargent director.
- All deposits and balances are final.

YMCA Camp Sargent Rental Agreement

Group Name: _____

Number of People Attending: _____

Group Leader: _____

Group Leader's Home Phone: _____ Work Phone: _____

Phone Number to call the day of event(s): _____

Mailing Info..... Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Fax: _____ Email: _____

Date(s) of Rental: _____

Arrival Time: _____
(No earlier than 12:00 p.m.)

Departure Time: _____
(No later than 6:00 p.m.)

Rental Fee*	Number of People	Non-Refundable Deposit**	Non-Refundable Balance*
\$500.00	1- 99	\$100.00	\$400.00
\$700.00	100 – 399	\$200.00	\$500.00
\$900.00	400 – 599	\$300.00	\$600.00

For groups 600+ please contact Camp Sargent Director Randy Menken at (603) 881-7778 or rmenken@nmymca.org

*Due no later than three weeks prior to event date

**Due at the time of booking (requested date is not "held" until received)

Credit Card Information:

Name on Card: _____

Type of card: AX _____ Visa _____ MC _____ Discover _____

CC #: _____
back: _____

Expiration: _____ / _____

3-digit code on

Group Leader Agreement:

I have read and agree to follow the enclosed "Rental Group's Responsibilities." As the group leader, I will bring to the attention of the YMCA director on duty any emergencies or dangerous situations.

Group Leader's Signature

Today's Date

YMCA Director's Signature

Today's Date

After making a copy for your records please return this entire (completed) agreement and deposit to:

Merrimack YMCA
6 Henry Clay Drive
Merrimack, NH 03054
Attention: Randy Menken