



# Sunburst Bay Aquatic Center After Hours & Room Rental Application

*Applicants must be at least 21 years of age.*

Name \_\_\_\_\_ Requested Date \_\_\_\_\_

Organization (if applicable) \_\_\_\_\_

Renter's Address \_\_\_\_\_ City \_\_\_\_\_  
Number Street Name

Phone (Best contact #) \_\_\_\_\_ E-mail \_\_\_\_\_

Resident  Non – Resident  Arrival Time \_\_\_\_\_ Departure Time \_\_\_\_\_

Cove Only	Reef Only	Cove & Reef	Oasis Room
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Specific Purpose of Rental \_\_\_\_\_  
\_\_\_\_\_

Number of people expected to attend \_\_\_\_\_

*I have read the attached rental guidelines. I agree to follow the rental guidelines as stated and understand that failure to follow the guidelines and comply with all applicable Cary Park District policies and ordinances may result in loss of privileges.*

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Must be at least 21 years of age)

**Office Use Only Please return the application to the Facilities & Program Manager and keep pages 2-4 for reference**

Request has been: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Initials \_\_\_\_\_ Date \_\_\_\_\_

Usage Fee \_\_\_\_\_ Paid in full \_\_\_\_\_ Date \_\_\_\_\_ Rec'd by \_\_\_\_\_

Paid by: Credit Card (Type) \_\_\_\_\_ Cash (Receipt) \_\_\_\_\_ Check (#) \_\_\_\_\_ (payable to Cary Park District)



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## Rental Guidelines

Any general questions regarding these guidelines should be directed to Park District staff during regular office hours. Any specific questions after a rental has been approved should be directed to the Facilities & Program Manager during regular office hours or by e-mail.

### *Oasis Party Room Hourly Rental*

The Oasis is located adjacent to the Snack Shack. This room is available to rent hourly from 11:00pm-8:00pm Mondays and Wednesdays 11:00am-4:30pm, Tuesdays and Thursdays 11:00am – 7:30pm, Fridays 11:00am-6:30pm, Saturdays 10:00am-6:30pm and Sundays 10:00am-4:30pm

Additional hours are available upon request but would be considered an after-hours rental and additional fees would apply. Available with this room: bathrooms, kitchenette, tables and chairs for up to 40 people and a smart TV.

**\*\*Capacity of this space is 40 people.**

### *After Hours Pool Rental*

The pool is available for after-hours rentals Tuesdays and Thursdays 8:00pm-10:00pm, Fridays and Saturdays 7:00pm- 9:00pm and Sundays 5:00pm-7:00pm. The Oasis is not included with after-hours rentals but is available for an additional fee.

**The availability of any rental is subject to Park District programs and special events.**

## Rental Process

1. Submit a completed Sunburst Bay Aquatic Center Rental Application for review or submit a request online. \_\_\_\_\_
2. Upon review, the renter will be contacted by the Facilities & Program Manager to be notified if the application has been approved or denied. \_\_\_\_\_
3. If application has been approved, all fees associated with the rental will need to be paid in full.
4. If application has been denied, the Facilities & Program Manager will review issues or concerns with the renter for resubmitting of application for approval (if possible). \_\_\_\_\_
5. Refunds will be issued if application is denied. \_\_\_\_\_



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## *User Categories*

### **Resident**

\*Includes Cary Park District based government or non-profit organizations whose membership is comprised predominantly (at least 60%) of Park District residents and the purpose of the rental is not commercial in nature.

\*Includes individual Cary Park District residents (must be 21 years of age) when the purpose of the rental is not commercial in nature.

### **Non- Resident**

\*Includes non-Cary Park District based government, non-profit organizations or individual Cary Park District non-residents (must be 21 years of age) when the purpose of the rental is not commercial in nature.

*\*If the group or event being conducted is commercial in nature, the fees in this category are not listed. Park District staff will determine the fee for rental based on the needs of each individual request. Additional fees may be added to the total cost of the rental.*

### **Staffing/Security**

Appropriate aquatic staff will be present during all rentals and amount of staff is dependent on the rental request.

### **Cancellations**

Cancellations made at least 10 days prior to a reserved date will receive a full refund of deposits and usage fees paid. Cancellations made less than 10 days prior to a reserved date are eligible for a refund only if a replacement rental can be scheduled.

Refunds will not be given for rentals in the event of inclement weather. Rentals cancelled due to inclement weather may be given the opportunity to reschedule at a later date, depending on availability. Park District staff reserves the right to determine the severity of inclement weather and the opportunity to reschedule the rental. Park District staff may cancel a rental based upon severe weather. Refunds for rentals cancelled by the Park District are at the discretion of and will be determined by Park District staff.

### **Hold Harmless**

It is fully understood and agreed by the parties that User shall fully defend, indemnify and hold harmless the District including its officers, employees, volunteers, and agents against any and all liabilities, claims, damages, losses, costs, and expenses (including reasonable attorneys' fees) arising indirectly or directly in connection with or under, or as a result of this Agreement.

The District does not assume any liability for property damaged, lost, or stolen on District premises, or for personal injuries sustained on the premises during User's use of the premises and User hereby agrees to assume the full risk of any injuries, damage or loss, regardless of severity, that User may sustain as a result of this Agreement. User further agrees to waive and release the District from any and all losses, claims, suits, or judgements or damages that User might sustain as a result of any and all activities connected with or associated with this Agreement.



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**Insurance**

The need for or extent of insurance required will be determined by the type or level of activity required for a rental. Park District staff will determine the necessary insurance requirements for each rental.

**All insurance certificates must specifically state “The Cary Park District is an Additional Insured with respect to XXX’s activities for a rental held at XXX on (date).”**

*General Liability*

The rental host shall secure and maintain in its own name and with the Cary Park District named as additional insured, general liability insurance covering bodily injury and property damage with limits of not less than one million dollars per person and one million dollars (\$1,000,000) per occurrence for each accident for bodily injury or death and five hundred thousand dollars (\$500,000) for each accident and one million dollars aggregate property damage. General Liability insurance may be purchased through the Park District via the Park District Risk Management Agency.

*Worker’s Compensation and Occupational Disease Policy*

The rental host shall secure, in its own name, workers compensation and occupational disease coverage to protect itself against liability under the workers compensation and occupational disease statutes of the state of Illinois and Illinois structural work act. Employer’s liability must be five hundred thousand dollars.

**Sunburst Bay Aquatic Center Rental Fees**

	<u>Resident</u>	<u>Non-Resident</u>
<i>Oasis Hourly Rental</i>	\$50 per hour	\$75 per hour
<i>After Hours Pool Rental Reef Only/Cove Only</i>	\$400	\$600
<i>After Hours Pool Rental Whole Facility</i>	\$600	\$900