



Discover. Connect. Belong.

FACILITY RENTAL AGREEMENT

Please submit this form and payment to:

Hempfield recCenter
950 Church Street
Landisville PA 17538
Ph: 717-898-3102 Fax: 717-898-2702 hempfieldrec.com

Name: _____ Organization: _____

Primary Phone: _____ Secondary Phone: _____

Address: _____ City: _____ Zip: _____

Email: _____

RENTAL INFORMATION

Date: _____ Time (start): _____ (end): _____

Reoccurring Event: Dates (from): _____ (end): _____ How Many Weeks: _____

Day of the Week (circle): M T W TH F SA SU Estimated Attendance: _____

LOCATION

Whole Gym _____ Gym 1/2 _____ TRX Studio _____ Dance Studio _____ Fitness Studio _____

Conference Rooms: A _____ B _____ C _____ D _____ No. of Tables _____ No. of Chairs _____

Hempfield recCenter Pavilion _____ Athletic Field _____

Indoor Pool _____ Indoor Pool (after hours) _____ E Pete Pool _____ E Pete Pool (after hours) _____

Indoor Tennis Court _____ Outdoor Tennis Court _____ Stadium _____ Andrea's Tree House _____

Please list special arrangements: _____

RENTAL AGREEMENT - page two of two

1. All participants and guests must register at the front desk.
2. A refundable 50% deposit will reserve the rental space and time. We require a two week notice of cancellation to avoid forfeiture of deposit.
3. Renter is responsible for overseeing clean up after the function. The facility will remain open for one-half hour after the conclusion of the event for clean up. Any costs incurred by Hempfield recCenter for clean up, or repair of damages occurring during your function will be billed to the renter. Signing of this agreement indicates the renter’s acknowledgment of full financial responsibility for damages occurring during the rental period.
4. NO ALCOHOLIC BEVERAGES, drugs or smoking (including vaping) are permitted.
5. Hempfield recCenter will not provide the following: towels, use of any amenities located in locker rooms, tennis racquets, tennis balls, volleyballs, volleyball score cards, basketballs, or food service unless prior arrangements have been made.
6. The balance is due on the day of the rental, prior to the start of the event.
7. Swimmers who cannot complete the swim test must have an adult in the water with them at all times.
8. Organizations, clubs or groups, both for-profit and nonprofit are required to obtain liability insurance. Please contact the Hempfield recCenter representative for more information or details.

Release and Waiver of Liability and Indemnity Agreement

In consideration for the right of being permitted to utilize the facilities and services of Hempfield recCenter through a rental agreement, I hereby agree to waive any and all claims for property damage, personal injury, or any other type of loss arising through participation by my rental group, against Hempfield recCenter, as well as its agents, representatives, and members. I further agree to indemnify and hold harmless the Hempfield recCenter from any damages, claims, demands or suits by any and all persons, firms, or corporations arising out of any act of omission caused by our use of the facilities and equipment of Hempfield recCenter. I further understand and agree that I make this reservation strictly at my own risk and subject to all rules and regulations of Hempfield recCenter. I understand that by signing this rental agreement, the terms and agreements for participating acknowledge that Hempfield recCenter is relying on this agreement in allowing me to participate.

I HAVE READ AND UNDERSTAND THIS DOCUMENT AND RELEASE LIABILITY

Print Name: _____ Date: _____

Signature: _____

Office Use Only

TOTAL Amount of Rental: \$_____ 50% Deposit: \$_____ Date Paid: _____ Staff Initials: _____

Balance Due Before the Event: \$_____ Date Due: _____ Date Paid: _____ Staff Initials: _____

Notes: _____



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 hempfieldrec.com

RENTAL FEES and CONTACTS

CLASS TYPES

Class 1: Resident of Hempfield School District, Hempfield recCenter member, Nonprofit Entity

Class 2: Nonresident of Hempfield School District, For-Profit Entity

Location	Class Type	Rental Fee	Contact
Full Gymnasium (weekdays 5am to 4pm)	Class 1	\$40/hr	Cristine Maser
	Class 2	\$60/hr	
Full Gymnasium (weekends & weeknights after 4pm)	Class 1	\$80/hr	Cristine Maser
	Class 2	\$100/hr	
Half Gymnasium (weekdays 5am to 4pm)	Class 1	\$20/hr	Cristine Maser
	Class 2	\$30/hr	
Half Gymnasium (weekends & weeknights after 4pm)	Class 1	\$40/hr	Cristine Maser
	Class 2	\$50/hr	
Conference Room C	Class 1	\$30/hr	Cristine Maser
	Class 2	\$35/hr	
Conference Rooms A, B, D	Class 1	\$20/hr	Cristine Maser
	Class 2	\$25/hr	
Fitness Studio	Class 1	\$50/hr	Cristine Maser
	Class 2	\$55/hr	
TRX or Dance Studio	Class 1	\$25/hr	Cristine Maser
	Class 2	\$30/hr	
Hempfield recCenter Pavilion	Class 1	\$25/hr	Cristine Maser
	Class 2	\$30/hr	
Athletic Field	Class 1	\$25/hr	Cristine Maser
	Class 2	\$30/hr	
Hempfield recCenter Pool - Reg. Hours (up to 10 people then addtl \$10 per person)	Class 1	\$92/2hr, \$32 addtl/hour	Deb Pelen
	Class 2	\$113/2hr, \$42 addtl/hour	
Hempfield recCenter Pool - After Hours (up to 10 people then addtl \$10 per person)	Class 1	\$162/hr, \$81 addtl/hour	Deb Pelen
	Class 2	\$189/hr, \$92 addtl/hour	
East Petersburg Pool - Reg. Hours (up to 10 people then addtl \$10 per person)	Class 1	\$92/2hr, \$32 addtl/hour	Deb Pelen
	Class 2	\$113/2hr, \$42 addtl/hour	
East Petersburg Pool - After Hours (up to 10 people then addtl \$10 per person)	Class 1	\$162/hr, \$81 addtl/hour	Deb Pelen
	Class 2	\$189/hr, \$92 addtl/hour	
Indoor Tennis Courts (peak, nonpeak, and seasonal rates apply)	Class 1	\$30/hr	Wilson Pipkin
	Class 2	\$35/hr	
Outdoor Tennis Courts (peak, nonpeak, and seasonal rates apply)	Class 1	\$10/hr	Wilson Pipkin
	Class 2	\$15/hr	
Andrea's Tree House	Class 1	\$25/hr	Wilson Pipkin
	Class 2	\$30/hr	

CONTACTS

Cristine Maser	cmaser@hempfieldrec.com	717-898-3102 ext. 39
Deb Pelen	dpelen@hempfieldrec.com	717-898-3102 ext. 37
Wilson Pipkin	wpipkin@hempfieldrec.com	717-898-3102 ext. 31