



# Facility Rental Packages - Birthday/Grad Party Inquiry

Bethany Athletic Club  
 15670 NW Central Drive, Portland OR 97229  
 971-371-7600

(Reservation forms to be submitted to the Bethany Athletic Club.)

Contact Information	Rental Information
Name: _____ (Applicant must be 21 years of age)  Address: _____ _____ _____ (City) (State) (Zip Code)  Phone: (H) _____ (C) _____ (W) _____  Email: _____  Member ID Number: _____	Party Type: <input type="checkbox"/> Basic Room Rental <input type="checkbox"/> Pool Party <input type="checkbox"/> Gym Party <input type="checkbox"/> Kid Central Party  Child's name: _____ Age: _____  Date: _____  Day of week: _____  Room start time: _____                      End time: _____  Pool/Gym start time: _____                      End time: _____  Location/space: _____  Approx. # of participants:    Youth: _____                      Adults: _____

Additional Rental Information			
<b>Table Configuration</b> <input type="checkbox"/> Party Setup <input type="checkbox"/> Muti Group <input type="checkbox"/> Classroom  <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 40px; height: 40px; display: flex; flex-wrap: wrap;"> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> </div> <div style="border: 1px solid black; width: 40px; height: 40px; display: flex; flex-wrap: wrap;"> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> </div> <div style="border: 1px solid black; width: 40px; height: 40px; display: flex; flex-wrap: wrap;"> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> </div> </div> <input type="checkbox"/> Other (please specify)	<b>Room Activities/Games</b> <i>Available for party packages only. Choose up to 3.</i>	<input type="checkbox"/> Simon Says <input type="checkbox"/> Hot Potato  <input type="checkbox"/> Charades <input type="checkbox"/> Freeze Dance  <input type="checkbox"/> None	
<b>Party Leader</b> <i>Available for party packages only</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Additional Party Leader \$50/hour	<b>Gym Games</b> <i>Available for Gym Parties</i> <i>Choose up to 2.</i>	<input type="checkbox"/> Soccer <input type="checkbox"/> Basketball  <input type="checkbox"/> Red/Green Light <input type="checkbox"/> Tag  <input type="checkbox"/> Duck, Duck, Goose <input type="checkbox"/> Parachute	
Special requests/equipment: (e.g., tables, chairs, room setup)	_____ _____ _____ _____		
Please attach any additional setup requests			

Party Package Prices				
Party Type	Details	Base Price	Cleaning fee	Extras
Basic Room Rental <i>Available upon request</i>	-Includes one hour in the Bistro/Flex Space, tables, and chairs. OR -Includes one hour in the West Gym/Use of half basketball court (No food or drink allowed) OR -Include one hour in Kid Central tables/chairs and approved toys. (No food or drink allowed.)	\$150 Member \$200 Non-Member	\$150	Base price (includes 24 participants)
Kid Central Package Saturdays /Sunday only 3pm-630pm.	Includes one hour in the Bistro And one hour in Kid Central. Party leaders are included to prep the room and sanitation of Kid central, as well as lead activities in the room. Specific activities should be requested at the time of booking. <i>No food or drink allowed in Kid central.</i>	\$260 Member \$300 Non-Member	\$150	Base price (includes 24 participants)
Gym Party Package <i>Available upon request</i>	Includes one hour in the Bistro/Flex Space and one hour in the gym (one court). Party leaders are included to prep the room before the party arrives as well as lead activities in the room/Gym. Specific activities should be requested at the time of booking.	\$260 Member \$300 Non-Member	\$150	Base price (includes 24 participants)
Pool Party Package Saturdays /Sunday only 11:00am-4:00pm	Includes one hour in the Bistro and one hour in two reserved lanes during Open Swim ( <i>lifeguard will be provided if available</i> ). Party leaders are included to prep the room as well as lead activities in the room. Specific activities should be requested at the time of booking.	\$360 Member \$400 Non-Member	\$150	Base price (includes 24 participants) 1 parent per child.
Additional options	<input type="checkbox"/> Snow Cone Machine	\$50		
	<input type="checkbox"/> Nerf Guns	\$50		
	<input type="checkbox"/> Bounce house	\$100 regular \$50 infant		
	<input type="checkbox"/> Additional Guests	\$10 per guest (MAX. 30 guests)		
	<input type="checkbox"/> Additional hour in party room	\$150/hour		
	<input type="checkbox"/> Additional party leader	\$50hour		
	<input type="checkbox"/> Utensils	\$20 (30 guests)		

- 1 Half of cost due to book rental (cleaning/damage will apply after rental if applicable) YOU ARE NOT CONFIRMED ON OUR SCHEDULE UNTIL WE RECEIVE HALF OF COST
- 2 Request to cancel facility use agreement must be received in writing. NO REFUNDS are given with less than **five working days** notice of cancellation.
- 3 Please allow **two weeks** for processing of all refunds.
- 4 Use of Facility: If rental group leaves before designated time they will forfeit the rental fee paid for the remaining time. If rental runs over the designated time an hourly rate will be charged. Only rooms rented and restroom facilities are to be used.
- 5 NO alcohol, controlled substances or smoking allowed in Bethany Athletic Club property.
- 6 **All food must be store bought or catered.**
- 7 NO DECORATIONS ALLOWED ON THE WALLS – PINS, TAPE, ETC. No glitter, confetti, tissue paper, rice, silly string, and no balloons in basketball court, and no birdseed.
- 8 No barbeques, sparklers, Tiki torches, candles, incense or any kind of an open flame.
- 9 **SET UP & CLEAN UP: Applicant is responsible for set-up and clean up when necessary. The Building Supervisor on duty will determine if the cleaning requirements have been sufficiently met. Cleanup includes sweeping, wet-mopping (as necessary), putting away tables and chairs, garbage picked up, bagged and placed in dumpster, recycling cleaned and put in appropriate containers, all vendor/rental equipment items have been removed and counters, tables and chair surfaces cleaned off. Room must be free of damages.**
- 10 Applicants will lose half of the cost for any damages, losses, or additional hours. Any other charges will be billed.
- 11 BAC is not responsible for lost or stolen items.
- 12 BAC Building Supervisor reserves the right to monitor the event at any time. The applicant will be responsible for the supervision of all guests attending your rental while using the building.
- 13 **LIABILITY:** The applicant reserving the facility, on his or her behalf and behalf of the using group, does hereby agree as follows:
  - A. To be solely and completely responsible for the condition of the facility and to leave the building and grounds used in a neat and clean condition, without damage, and with all personal affects removed.
  - B. To release, indemnify and hold BAC, its staff and agents, harmless for any and all losses, costs, claims and damages resulting from the use of BAC facilities.
  - C. To promptly reimburse BAC for all damages. Failure to do so may result in termination of all future rights to use the club and prompt legal action.
  - D. To be responsible for the supervision of any minors involved with their organization while in the facility. And further agree that the property will be used in accordance with the rules and regulations of the BAC.
- 14 Applicant agrees to provide liability insurance for this event/tournament, where applicable, naming BAC as an additional insured. Attach a copy to this form.

- 15 Report all accidents and/or incidents that occur on BAC property to the BAC staff immediately.
- 16 Due to unforeseen circumstances, BAC reserves the right to reschedule/cancel this facility use agreement.

# FEES/CHARGES

With my signature below, I acknowledge that I am authorized, on behalf of myself and the entity identified in this facility use application, to agree to BAC terms and conditions, rules and procedures.

Date Deposit Paid \_\_\_\_\_

**Half of full cost: \$** \_\_\_\_\_  
*(payment required by card or placed on MEMBER account)*

Rental Fee: \_\_\_\_\_ # Hours @ \_\_\_\_\_ \$ rate per hour *All rental fee balances due prior to the event.*

**Total Rental Fee: \$** \_\_\_\_\_

Date Paid: \_\_\_\_\_ On Account \_\_\_\_\_ Cash \_\_\_\_\_ VISA \_\_\_\_\_ Master Card \_\_\_\_\_ Discover

Credit Card # \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CCV# \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant \_\_\_\_\_  
Today's Date

\_\_\_\_\_  
BAC Supervisor \_\_\_\_\_  
Today's Date