



GENESEO
PARK DISTRICT

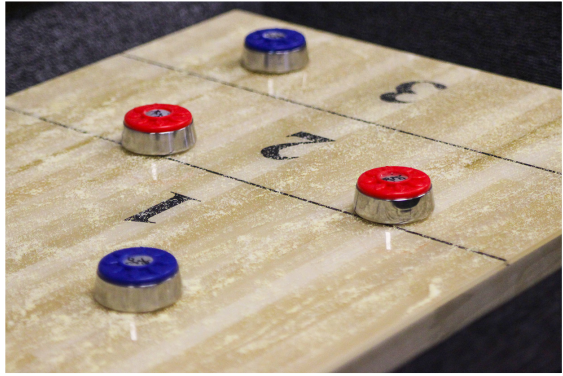
FACILITY RENTALS & BIRTHDAY PARTIES

Last updated September 6, 2022 11:26 AM



541 E. North Street | (309) 944-5695
www.GeneseoParkDistrict.org

THE CENTER



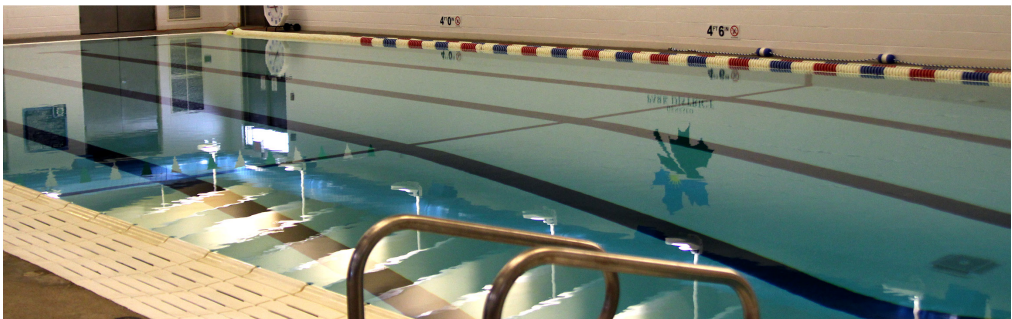
THE CENTER HAS THE SPACE FOR YOUR NEXT EVENT!

Dedrick Room & Activity Room with full kitchen, Small Meeting Room Party Room, Main Gym with Basketball, Volleyball, Racquetball & Pickleball Courts, Program Gym, and the Life Fitness Room.

The temperature controlled **Indoor Pool** consists of 4 lanes extending 25 yards long and open year round. You can reserve the pool for a private swim - just you and your closest friends & family.

Extend your event to the **Indoor Pool Lounge**. With tables, chairs and comfy seating your group can relax or enjoy some refreshments before and after a private swim.

Host a business meeting in the Activit Room, have your own basketball tournaments or throw that special someone a baby shower.



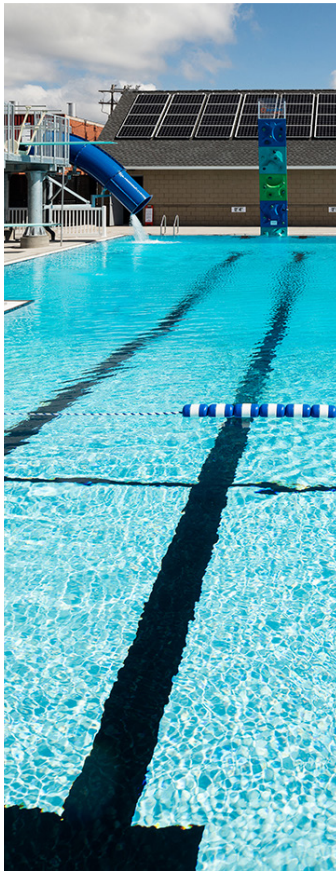


GENESEO COMMUNITY CENTER RENTAL FEES & CHARGES

as of January 1, 2022

	<u>CAPACITY</u>	<u>REGULAR</u>	<u>AFTER HOURS</u>
ACTIVITY ROOM <i>Kitchen Included</i>	100 seated 197 occupancy	\$35/hour	\$55/hour
PARTY ROOM	33 seated	\$35/hour	\$55/hour
KITCHEN <i>only</i>	N/A	\$20/hour	N/A
SMALL MEETING ROOM	8 seated	\$15/hour	N/A
MAIN GYM <i>Entire Gym</i>	Event Dependent	\$80/hour	\$100/hour
HALF GYM <i>includes Volleyball or Basketball Court</i>	Event Dependent	\$55/hour	\$75/hour
PROGRAM GYM <i>Spring Floor</i>	33 occupancy	\$60/hour	\$80/hour
INDOOR POOL	150 occupancy	\$100/hour	\$120/hour
INDOOR POOL LOUNGE	34 seated 50 occupancy	\$25/hour	\$45/hour
LIFE FITNESS ROOM	37 occupancy	\$35/hour	\$55/hour
INFLATABLE <i>Gymnasium or Athletic Field Rental & 25 folding chairs included.</i> <i>Add'l inflatables can be rented for \$100 ea.</i>	up to 12 jumpers at a time	\$140/hour per inflatable	
BLOW UP MOVIE SCREEN PACKAGE <i>Gym or Athletic Field Rental Included</i>	N/A	\$300/3 hours	
MAIN GYM ROLLER SKATING PACKAGE <i>Roller Skates & Staff included</i>	70 occupancy	\$195/hour	
HALF GYM ROLLER SKATING PACKAGE <i>Roller Skates and Staff included</i>	35 occupancy	\$140/hour	

AQUATIC CENTER



HOSTING A LARGE GROUP? RESERVE THE *ENTIRE* AQUATIC FACILITY!

Adjacent to the Geneseo Community Center, the **John & Carla Edwards Aquatic Center** includes a Pool House, Splash Pad, Activity Pool with Zero Depth Entry, Play Feature, Lily Pad Walk & Current Channel and a 6 Lane Lap Pool with Drop Slide, 2 Diving Boards and Climbing Wall.

Located adjacent to the Pool House, the **Poolside Room** is open all year round. A perfect space for your next meeting or event with tables, chairs, a refrigerator, microwave, sink and outside patio. Bring everything you need to make your event a success or, during the summer months, purchase food from the concession stand.

Host a get together for the littlest in your family after hours at the **Splash Pad**.



AQUATIC CENTER RENTAL FEES & CHARGES

as of January 1, 2022

	<u>CAPACITY</u>	<u>REGULAR</u>	<u>AFTER HOURS</u>
AQUATIC CENTER	500 occupancy	N/A	\$220/hour
POOLSIDE ROOM	60 seated 64 occupancy	\$35/hour	\$55/hour
SPLASH PAD	125 occupancy	N/A	\$40/hour
FLICK & FLOAT PACKAGE <i>Activity Pool Rental & Staff Included</i>	500 occupancy	N/A	\$1,100/event
CONCESSIONS ³ <i>includes concessionaire</i>	N/A	\$60 flat fee	
POP & POPCORN SPECIAL ³	N/A	\$4 ea	



ATHLETIC FIELD



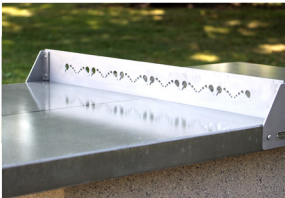
The **Athletic Field**, located just 1 block east of the Geneseo Community Center, offers a wide variety of options for your next gathering.

Rent the building for your next event. Have a picnic or relax in the shade at the shelter. Rent the Tennis/Pickleball, Basketball or Sand Volleyball courts. You can also reserve the football field for a friendly game day or night.

ATHLETIC FIELD RENTAL FEES & CHARGES

as of January 1, 2022

	<u>CAPACITY</u>	<u>REGULAR</u>	<u>AFTER HOURS</u>
ATHLETIC FIELD BUILDING	60 seated 81 occupancy	\$35/hour	\$55/hour
FOOTBALL FIELD <i>includes track</i>	N/A	\$25/hour	\$35/hour
OPEN GRASS FIELD	N/A	\$25/hour	\$35/hour
VOLLEYBALL, BASKETBALL, TENNIS OR PICKLEBALL COURTS	N/A	\$15/hour	\$25/hour
ATHLETIC FIELD SHELTER	N/A	\$30/day	
FOOTBALL FIELD LIGHTS	N/A	\$40/hour	



CENTRAL THEATER

YOUR HOMETOWN THEATER

Central Theater in downtown Geneseo is available to rent for your next event or meeting. The Theater has a stage (great for speaking engagements), a large screen (high resolution to display your presentation, video game, home movie, DVD or current film), comfortable seating (enough for 177 friends, family or business associates) and surround sound. *Ask about renting Central Theater for a private showing of the feature film just for you and your guests!*

Excellent movie theater popcorn, candy and fountain drinks are available for purchase during your next event.



CENTRAL THEATER RENTAL FEES & CHARGES

as of January 1, 2022

REGULAR

CENTRAL THEATER includes use of theater and stage	\$65/hour
EQUIPMENT includes the use of equipment and projectionist	\$35 flat fee
CONCESSIONS includes concessionaire and janitorial services.	\$60 flat fee
POP & POPCORN SPECIAL ³	\$4 ea.
JANITORIAL SERVICES Required with Theater Rental	\$25 flat fee

Contact the Theater Manager to reserve your date! (309) 944-3603

BIRTHDAY PARTY PACKAGES

HOSTING YOUR CHILD'S NEXT BIRTHDAY PARTY HAS
NEVER BEEN EASIER!

INDOOR POOL PARTY SPLASH \$300 Member | \$350 Non-Member

Come ready to swim, splash and slide for one hour at the Geneseo Community Center's Indoor Pool. Enjoy the second hour at our Indoor Pool Lounge enjoying cake, ice cream and birthday festivities. **Recommended Ages:** 3 yrs and up

ROLLER-SKATING PARTY \$300 Member | \$350 Non-Member

Enjoy one hour of skating in the gym before your party. All equipment is included. Roll into the second hour of festivities with cake and ice cream. **Recommended Ages:** 6 yrs and up

FLIP FLOP FUN PARTY \$300 Member | \$350 Non-Member

The Geneseo Park District Gymnastics Staff will organize a variety of age appropriate games, set up an obstacle course and teach basic tumbling and gymnastics. After flipping and flopping in the gym enjoy the rest of your festivities with cake and ice cream.

Recommended Ages: All Ages

INFLATABLE PARTY \$350 Member | \$400 Non-Member

Birthdays are more fun with an Interactive Inflatable or jumping in a Bounce House in the Geneseo Community Center's Gym. Enjoy one hour of Inflatable Fun. Rest your legs and enjoy the rest of your festivities with cake and ice cream. **Recommended Ages:** All Ages
Select either Bounce House, Soccer Darts or Basketball Connect 4 Inflatables at the time of reservation. Additional inflatables can be included for \$100 per inflatable.

The Bounce House is limited to 12 jumpers at a time, minimum height is 36 inches.

EACH PARTY INCLUDES:

- Two hours of fun for 12 guests, plus the birthday boy or girl. Each additional guest is \$5.00. Of course, parents and chaperones are FREE!
- A Party Coordinator to assist you with all your party needs, including set up, cleaning, decorating, games, serving and gift recording.
- Party appropriate rooms for your special day and the birthday boy or girl's name on the Marquee!
- Your party also includes a cake with your choice of theme and flavor with ice cream and punch to feed your party-goers and of course decorations with coordinating cups, plates, napkins and silverware to have the most festive party.

HAVE A PARTY AT THE AQUATIC CENTER

The Poolside Room is a perfect space for your child's birthday party. Bring everything you need to make your party a success or, during the summer months, purchase food from the concession stand.

ENHANCE YOUR NEXT RENTAL



The Park District offers something for every rental. Enhance your event with extra tables, your name on the digital marquee or entertain your guests with the new **Photobooth!**

EQUIPMENT RENTAL FEES & CHARGES

as of January 1, 2022

RATES

PHOTOBOOTH with facility rental NEW	\$250 / day
PHOTOBOOTH REFUNDABLE SECURITY DEPOSIT <i>Required</i>	\$500 / deposit
PHOTOBOOTH ACCESSORIES	
• Photo Backdrop	\$30 / day
• Green Screen Option includes Green Backdrop	\$40 / event
• Photo Overlay	\$25 / event
• Survey results sent via email following event	\$25 / event
PHOTO BACKDROP with facility rental	\$30 / day
AV EQUIPMENT with facility rental	\$30 / day

MISCELLANEOUS FEES & CHARGES

as of January 1, 2022

RATES

NON-PROFIT DISCOUNT	\$10/hour [discount] \$5/hour <i>Small Mtg Room</i> [discount] \$20/hour <i>Aquatic Center</i> [discount]
¹ HOLIDAY RENTAL	add't'l \$35 / hour
² HOLIDAY RENTAL fee per lifeguards	add't'l \$35 / hour
TABLES & CHAIRS up to 5 tables with 8 chairs/table	\$50 / event
• Addt'l Table (1) & Chairs (8)	\$15 / set
DIGITAL MARQUEE with facility rental	\$15 / day

RENTAL POLICIES

THE ENTIRE FACILITY & EQUIPMENT RENTAL POLICY CAN BE FOUND AT
WWW.GENESEOPARKDISTRICT.ORG/RENTAL-POLICIES

ALL GENESEO PARK DISTRICT FACILITIES

- Renters & Guests may only utilize the space rented. Use of other spaces is prohibited.
- Renters are given exclusive use of a space within the designated facility, but should understand that the accompanying restrooms & other amenities will remain open to the public. Because of this, renters are expected to be considerate of others who may be using the facility during their rental.
- All rentals are during regularly scheduled hours unless otherwise listed. Additional fees apply to before or after hours rentals.
- Park District sponsored activities have priority in all facilities therefore rental requests are not accepted more than 6 months in advance and the Park District reserves the right to move a rental to another location if deemed necessary.
- **Set Up/Take Down**
 - Decorations are acceptable but must be hung with painters tape.
 - All rented space must be returned to its original set-up.
 - All tables and chairs must be put back to their original location. Tables/Chairs are not to be removed from room.
 - The renter will be charged a damage fee for facility damage or excessive clean up is required.
 - If using the kitchen in The Center or the Kitchenette in the Poolside Room; the renter will provide dish soap & towels. Any dishes used from The Center must be washed, dried & put away to their original location. Please clean up any spills and wipe out the sinks.
- **¹Holidays** when Park District facilities are closed, if staff is available and willing to work, the facility may be rented. The renter will be charged an additional holiday rental fee of \$35/hour. ²If the pool is rented, the renter will be charged an additional \$35/hour/Lifeguard.
- Signage is prohibited on Park District property, including grass, exterior windows & down The Center's main hallway without prior permission in writing.
- Smoking/Vaping is prohibited within a minimum of 15 ft from all doors and windows. Designated smoking area is provided. Please properly dispose of cigarette remains.
- All garbage must be in bags and will be picked up by Park District Staff.

AQUATIC CENTER (Max Occupancy 500)

- Use of Pool & Splash Pad is not included for Poolside Room Rental unless Daily Admission or Aquatic Center Rental is applied.
- Aquatic Center could be closed due to inclement weather and/or low attendance. The Aquatic Center must have 25 patrons to remain open, rental of the Poolside Room does not guarantee Aquatic Center will remain open.
- **³Concessions** Small drink & small popcorn combos may be purchased for an additional \$4.00/combo. Other concessions may be purchased at regular prices.

CENTRAL THEATER (Max Occupancy 177)

- Standard Rental includes the use of theater and stage with a manager on duty. Renter can bring a DVD or video (of appropriate content).
- Rentals showing movies to the public are subject to the additional licensing fee.
- Private viewing of current film is available. Minimum of 50 people required, regular admission and concession rates will apply.
- **³Concessions** Small drink & small popcorn combos may be purchased for an additional \$4.00/combo. Other concessions may be purchased at regular prices.
- Equipment price excludes any equipment or film we may have to purchase or rent to accommodate any rental.
- Janitorial Services are required following a rental.

DIGITAL MARQUEE

- Park District Birthday Party Packages will include a birthday wish on the marquee the day of the party.
- Rentals held at a Geneseo Park District facilities have the option to advertise the rental for an additional fee of \$15 per day. The Digital Marquee message must be scheduled at least two weeks in advance with the Marketing Coordinator.

ALCOHOL POLICY

- An application indicating the intent to have alcohol during a rental must be submitted to the Superintendent of Facilities 30 days prior to the event.
- **LOCATIONS** The sale, delivery and/or consumption of alcoholic beverages may be permitted within the following facilities: Community Center's Gymnasium, Dedrick Room or Activity Room, Aquatic Center's Poolside Room or designated rental areas and Athletic Field.
- **No alcoholic beverages may be consumed outside the approved areas or rooms without prior written approval by the Superintendent of Facilities.**
- **Reservations:** If alcohol is to be served the reservation must be made by person's 21 years of age or older. This person is responsible for making sure that no one under 21 is consuming alcohol at the event. Furthermore, the designated individual must be present at all times and may not become inebriated at any point of the event and is responsible for contacting the building supervisor should a problem arise.
- **Attendance:** If more than 50 people are expected to be in attendance at any one time, extra staffing or security may be required at the renters expense as determined by the Superintendent of Facilities.
- **Certificate of Insurance:** The applicant must obtain Special Event Host Liquor Liability insurance in the amount of \$1,000,000. The applicant must be named as the insured and the Geneseo Park District will be an additional insured certificate holder. Proof of the insurance must be provided to the Park District at least (7) days before your event. If you are charging an admission to your event, you must also secure dram shop insurance. Visit www.GeneseoParkDistrict.org/rental-policies to purchase insurance.
- **Permits:** If applicant is selling alcohol a permit from the City of Geneseo must be obtained for a Special Event Liquor License or a Special Use Permit Liquor License in addition to the Certificate of Insurance for \$1,000,000 and dram shop insurance.
- **Swimming:** If Alcohol is present, no swimming is allowed.

EQUIPMENT POLICY

- Borrower shall inspect any and all borrowed equipment each time it is obtained to be fully aware as to the condition of the equipment, and that the equipment is in good condition and repair.
- Borrower accepts the equipment in "AS IS CONDITION AND WITH ALL FAULTS".
- Borrower shall pay Lender's reasonable costs to repair any damage to borrowed equipment, beyond ordinary wear or tear.
- Borrower shall use and operate the borrowed equipment in accordance with any and all applicable manufacturer's guidelines, federal, state and municipal laws, ordinances, rules and regulations, and shall only permit properly trained and qualified persons to operate and/or use the borrowed equipment.
- Unless approved by Lender, Borrower shall not sublease or loan any borrowed equipment to any third party.
- **PHOTOBOOTH:** Pursuant to the responsibilities of the Borrower, Lender agrees to have a photobooth operational for a minimum of 80% during this period; occasionally, operations may need to be interrupted for maintenance of the photobooth. In the event Lender is unable to supply a working photobooth for at least 80% of the Service period, Borrower shall be refunded a prorated amount based on the amount of service received. If no service is received, Lender's maximum liability will be the return of all payments received from Borrower.
- **ONLINE GALLERY:** Upon receiving downloadable link for high-resolution files, Borrower accepts all responsibility for archiving and protecting the photographs.
- **EVENT/GALLERY SET UP:** The Geneseo Park District Marketing Department will contact you to finalize your photobooth event. You will receive a link to your gallery prior to your event. One round of changes to your gallery are included in the rental fee. All additional changes will be charged at \$25 / hour (minimum 1 hour).
- **PHOTO RELEASE:** Borrower irrevocably agrees to the use and distribution images produced with its photobooth by the Park District in photographs, video recordings, and any other electronic reproductions of such programs, events and activities for any purpose without inspection or approval and without compensation, rights to royalties or any other consideration now and in the future. If you do not wish your household to be photographed, you will need to complete and sign the Park District Waiver form.

CERTIFICATE OF INSURANCE MAY BE REQUIRED

Visit <https://www.theeventhelper.com/> to purchase event insurance.

PAYMENTS

- Payment must be received in full 14 days in advance for all rentals.
- Equipment booked less than 14 days in advance must be paid in full before the scheduled rental time.

CANCELLATION POLICY

7 day advanced cancellation notice must be give for a full refund.



PLAN YOUR NEXT SPECIAL EVENT OR MEETING AT THE GENESEO PARK DISTRICT!

CALL TODAY TO RESERVE YOUR DATE
(309) 944-5695



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PARK DISTRICT

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