



CHAMBERSBURG RECREATION CENTER

Winter Gymnasium Party Package

Revised 2/23/2024

- Reservations for the use of the Recreation Center must be conducted in person at 235 South Third Street by adults, 21 years of age or older.
- Fees must be paid at the time reservations are made.
- Groups cannot use tacks or staples to decorate.
- Animals are not permitted in the Recreation Center.
- No smoking is permitted in the Recreation Center, as well as directly in front of the building.
- Users of the Recreation Center shall respect the rights of others and conduct themselves in a manner acceptable and becoming to others.
- The use of alcoholic beverages and narcotics in or on premises of the Recreation Center is prohibited. Persons under the influence of same shall be prohibited from entering premises.
- Proper care and use of the Recreation Center is required.
- Please be conscious of your allotted time, of 2.5 hours, and exit the gym upon completion of your party.
- **Inclement Weather / Refund Policy**
 1. Should the Rec. Dept. staff decide to close the facility early due to inclement weather, they will contact you at least 2 hours prior to your event to inform you of this decision. You will have the option to either reschedule or receive a full refund.
 2. Should you decide to cancel due to circumstances other than inclement weather, we will retain \$5.00, administrative fee, and refund the remainder.
 3. If you decide to cancel due to inclement weather, please contact the Rec Dept. at least 2 hours prior to your event.

Person for whom the party is being held: _____

Contact's Name _____ Phone Number: _____

Address _____ City _____ Zip _____

Day/Date Requested: _____ Time Requested: _____ (2.5 hrs)
(Friday, Saturday, or Sunday)

Number of persons in your party: _____ (This number may be adjusted. Able to accommodate groups up to 40.)

Party Options:

Number of tables for food: _____ (Cannot exceed 5 tables which accommodates 40 people)

What types of activities will your party include? Please list:

Do you need us to supply any of the following items: scooters, basketballs, playground balls, badminton nets and rackets? If yes, please list which you will need:

Will you be setting up an inflatable bouncer? YES or NO

Will you be having a DJ? YES or NO

Cost: \$135 / \$115 Boro Resident

SIGNATURE: _____

ADMINISTRATIVE USE ONLY

Date Received: _____ Received by (Staff): _____

Payment: _____ Check # _____ Cash _____ Credit Card _____