



**Bainbridge Island Metropolitan Park & Recreation District**

**Aquatic Center**  
**8521 Madison Avenue**  
**Bainbridge Island, WA 98110**  
**(206) 842-2302**  
**(206) 842-7810 Fax**

**AQUATIC CENTER FACILITY RENTAL FORM**

Name \_\_\_\_\_  
 (Last) (First)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Expected Attendance \_\_\_\_\_

Rental Date(s) \_\_\_\_\_

Nakata A \_\_\_\_\_ Nakata B \_\_\_\_\_ Nakata Grande \_\_\_\_\_

Event Time \_\_\_\_\_

Cost: Damage Deposit \_\_\_\_\_  
 Room Rental \_\_\_\_\_  
 Staff Needs \_\_\_\_\_  
 Equipment \_\_\_\_\_  
 Total: \_\_\_\_\_

Total Amount Paid: \_\_\_\_\_

Damage Deposit Returned: \_\_\_\_\_

Facility Rental Rates 2020				
Room	Non-Commercial	Commercial	Max Capacity	Amenities
<b>Nakata A</b>	\$48/hr	\$101.50/hr	39 ppl	25 chairs 4 tables
<b>Nakata B</b>	\$60/hr	\$120/hr	136 ppl	30 chairs 6 tables
<b>Nakata Grande Room</b>	\$82.50/hr	\$165/hr	175ppl	50 chairs 12 tables

**Additional Options:**  
**Damage Deposit:** \_\_\_\_\_  
**Staff:** \$35 additional for each staff member x \_\_\_\_\_ = \_\_\_\_\_  
**Projector:** \$10/hr x \_\_\_\_\_ = \_\_\_\_\_  
**Speakers:** \$10/hr x \_\_\_\_\_ = \_\_\_\_\_  
**Screen:** \$5/hr x \_\_\_\_\_ = \_\_\_\_\_  
**Digital Technology:** \$10/hr x \_\_\_\_\_

**\*If the rental is scheduled during non-operational hours, staff needs will be assessed on an individual basis, to meet facility safety requirements.**

Renter Signature \_\_\_\_\_ Date \_\_\_\_\_

Aquatic Manager Signature: \_\_\_\_\_ Date \_\_\_\_\_

**+Commercial renters must have liability insurance certificate, tax ID #, and indemnification forms in before rental date. No alcohol can be on premises.**

**Cancellation Policy:** A partial refund is possible:

- 2 weeks + in advance: Total paid less \$25 service charge.
- Less than 2 weeks in advance: Total paid less \$35 service charge.
- Day of Event: No refund.

**Change of date policy:** A partial refund is possible:

- 2 weeks + in advance: no service charge.
- Less than 2 weeks in advance: \$25 service charge

**All cancellations and change of date arrangements must be made Monday through Friday 9:00 am-5:00 pm with the Program Manager.**

Party Organizer hereby acknowledges that he/she has read, understands, and will comply with the above party guidelines.

\_\_\_\_\_ *Signature*

\_\_\_\_\_ *Date*

**Have A Great Time!**

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**Room Set-up Notes:**