

YMCA

ROOM RENTAL FORM

A \$25 deposit must be made at time the rental is made.

Contacts Name: _____ Phone Number: _____

Organization/Groups Name: _____

Address: _____ City: _____ State/Zip: _____

Contacts Email: _____

What space would you like to rent at the YMCA?

16th St. Rooms:

- Multi-Purpose Room - 70 - 80 people (\$25/HR)
- Meeting Room - 8 - 10 people (\$25/HR)

18th St. Rooms:

- Party Room - 12-15 people (\$25/HR)
- Game Room - 20 - 25 people (\$40/HR)

(For any court rentals, please contact Ty LeBar at sports@hastingsymca.net or 402-463-3139)

Date of Rental: _____

Start time of your rental: _____ AM / PM

End Time of your rental: _____ AM / PM

How many guests will be attending? _____

Will you be in need of tables and chairs? Yes / No

Table and chair set up and tear down is available Monday - Friday from 8:00 am - 5:00 pm for an additional fee.

Set up: \$20 | Tear down: \$20

Will there be food served? Yes / No

Please give a brief description of your event: _____

OFFICE USE ONLY

- \$25 Deposit Paid
- Payment Made in full

Staff Name: _____

WHAT DO I DO NOW?

Return this form to the Welcome Center with your \$25 deposit.

Rental dates are first come, first serve.

Rental times include set up and tear down.

After deposit is made, the YMCA Groups & Parties Coordinator will call to confirm your rental.