



Valdez Rock Wall - Rental Application

Valdez Parks & Recreation | 414 W Hanagita Street | PO BOX 307 | Valdez, AK 99686 | Phone: (907) 835-4526

Contact Name/Organization: _____

Mailing Address: _____

Phone Number: _____ E-Mail: _____

Event Date: _____ Event Description: _____

RENTAL RATES

ROCK WALL FACILITY

Includes Auto-Belay Set-up, Minimum of 2 staff and equipment rentals (harness, shoes and chalk bags).
Equipment sizes are limited.

RENTAL HOURS ARE ON SATURDAY BETWEEN 11:00AM & 2:00PM

All rentals are based on facility and staffing availability. First come, first served.

ROCKWALL (\$30/hour)

Start Time: _____ End Time: _____ Total # Hours: _____ \$ _____

Est. # of Guests: _____ (Cannot exceed 30)

>>> Please see opposite side for Rental Request and Facility Use Policies >>>

Facility Use Agreement

Rental Request Policies

- Facility rentals are available year-round based on facility and staff availability. Rentals may not be available at certain times of the year due to Recreation programming.
- The Recreation Division reserves the right to cancel any rental at its discretion. Any cancellations by the Recreation Division will receive a full refund.
- Rental requests must be submitted online through CivicRec or with a facility rental application to the facility being requested, with the exception of the Rock Wall. Rock Wall rentals must be submitted to the Recreation Center.
- Rental requests will be processed on a first-come, first-served basis and are subject to facility and staff availability.
- A one (1) hour minimum is required for all rentals. Rental time must include all set-up/clean-up time required by the renter.
- Rental requests must be submitted at least two (2) weeks prior to the date requested. Rental requests submitted after this time must be submitted in person using a rental application and will be considered on a case-by-case basis.
- All rental requests will be considered pending until request is approved, facility use agreement is signed, and full payment is collected.
- Payment is due in full three (3) days after rental confirmation for rentals booked two (2) weeks or more prior to the date requested. Payment is due in full at the time of booking for all rentals within two (2) weeks of the date requested. Rentals not paid in full by the due date are subject to cancellation. Upon confirmation, payment may be completed online through a user's CivicRec account, in person or via phone.
- **ALCOHOL:** Alcohol is not permitted at any Recreation Division facilities.
- **REFUNDS:** Refunds will not be processed for no-shows or if a rental ends early.
- **CANCELLATIONS:** All cancellations require at least one week notice to receive a full refund.

Facility Use Policies

- All Gilson Middle School rules and policies apply.
- Applicant will provide a minimum of one adult chaperone for every eight guests.
- Unless pre-approved by Parks and Recreation, the maximum number of participants will be 30 people.
- All standard Rock Wall policies and rules apply. The applicant accepts all responsibility for the actions of their guests.
- Applicant is aware that the rental of the Valdez Rock Wall Facility is subject to school facility availability and Parks and Recreation staffing availability. This may change at any time. If there is a cancellation on the part of Parks and Recreation or due to schedule changes within the Valdez City Schools, a full refund of the rental fee will be issued.
- Applicant will provide signed release waivers of all participants on the day of the event. A release waiver for anyone under the age of 18 must be signed by a parent or legal guardian. Release waivers may be picked up during normal business hours at the Woodman Recreation Center:
 - a. 414 W. Hanagita St. between the hours of 9:00am & 5:00pm
- Parks and Recreation Rock Wall staff may use their discretion to close the Rock Wall down for safety of the guests if any rental is considered dangerous, a disturbance of other facility users or is endangering public property.
- No materials may be glued, pinned or stapled to any surface in the facility. All decoration must be pre-approved by Parks and Recreation staff at the time of rental. No food is permitted in the mat room or gym.
- With the exception of using the restroom facilities and drinking fountain, applicant and guests agree not to loiter in any other part of Gilson Middle School.
- Applicant may be billed a \$50.00 cleaning/damage fee if the facility is not properly cleaned.

By signing below, the above listed applicant/organization shall hold harmless and indemnify the City of Valdez and any employee of the Parks and Recreation Department from any claims, lawsuits, or judgments, present or future, arising from loss or damage to property, or injuries to persons immediately prior to, during, or immediately after the above described event or meeting. The above named applicant or organization accepts full responsibility for restitution of any damage to the facility and/or equipment, and agrees to abide by all policies of the Valdez Rock Wall and all laws and policies of the City of Valdez.

Applicant Signature: _____ **Date:** _____