



**BOYS & GIRLS CLUBS**  
OF WASHINGTON COUNTY

## FACILITY USE, APPLICATION, AND AGREEMENT

Location: Par Mar Community Center Site; 307 Lancaster Street, Marietta, Ohio 45750  
740-373-4123 info@bgcwcoh.org

### APPLICANT INFORMATION

Today's Date	
Rental Date(s)	
Rental Time	From: _____ To: _____
Contact Person	
Phone	
Email	
Address	
City, State, Zip Code	
Are you a current member of the Club?	Yes                  No

### ORGANIZATION ( ONLY FILL OUT FOR NON- PROFITS OR BUSINESSES)

Organization Name	
Non-Profit Status	Yes    No    If yes, Tax ID: _____
Address	
City, State, Zip Code	
Insurance / Bond Required (copy needed)	No    Yes    Carrier: _____

<b>Event Type:</b>					
Birthday Party	Bridal/ Wedding Shower	Baby Shower	Group Training	Long Term Rental	Other
Number of Adults:			Number of Children:		



**BOYS & GIRLS CLUBS  
OF WASHINGTON COUNTY**

\*\*Be sure to read thoroughly the terms and policies surrounding the use of the BGCWC facilities. If you have any questions please contact, Tiffany Ferguson 740-373-4123 ext.1 or by email, [tferguson@bgcwcoh.org](mailto:tferguson@bgcwcoh.org).

**PRICING**

Long term rentals or large scale events are subjected to alternative pricing. Please contact Jenna Stewart to negotiate these prices. A minimum \$100 accident coverage deposit is required for rentals.

<b>Room(s) Rented:</b>	Gymnasium	Game Room	Community Room	Education Room	Concession Stand	Other
<b>Price Per Room:</b>	\$60 for 2hrs	\$60 for 2hrs	\$60 for 2hrs	\$30 for 2hrs	\$30 for 2hrs	\$25 for each additional hour
Alternative Agreed Upon Pricing:						

**Total Cost of the Rental:** \$ \_\_\_\_\_

**Deposit Paid at time of Booking:** \$ \_\_\_\_\_

**Balance Due Date of Rental:** \$ \_\_\_\_\_

I agree to the terms of the General Policies, procedures and regulations regarding the contract. The deposit is refundable only after the facility is deemed to be sufficiently cleaned, and in good condition. The deposit will be mailed to the contact person listed above.

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



**BOYS & GIRLS CLUBS  
OF WASHINGTON COUNTY**

Location: Par Mar Community Center Site; 307 Lancaster Street, Marietta, Ohio 45750  
740-373-4123 info@bgcwcoh.org

**FACILITY USE CHECKLIST**

<b>Contact Person</b>	
<b>Organization</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Address</b>	
<b>City, State, Zip Code</b>	

1. All the trash is gathered and put in the dumpster.
2. Personal belongings removed
3. Equipment / tables & chairs returned to where they were found, put away.
4. Restrooms checked- surfaces wiped down, water turned off, lockers cleaned out
5. Concession Stand- surfaces wiped down, water turned off, sinks empty, equipment turned off and cleaned.
6. Interior doors closed.
6. Lights turned off.
7. Exterior doors closed.
8. Items that need attention or are broken: \_\_\_\_\_

---