

Sault Ste. Marie YMCA Birthday Party – Important Information & Terms

Gym Party Rental:

- **Cost:** \$120 + HST
- **Capacity:** Up to 25 guests (adults and children combined)

Party Schedule:

- **11:10am – 11:15am:** Family Arrival, Sign-in, Set-up
- **11:30am – 12:30pm:** Gymnasium
- **12:45pm – 1:45pm:** Rec Room (Cake, Food, Presents)
- **1:45pm – 2:00pm:** Clean-up

Key Information:

- **Running shoes are required** for gym activities to ensure safety and comfort.
- If you are ordering food for delivery, please be sure to be present at the Welcome Desk to accept it. YMCA staff is unable to receive deliveries on your behalf.
- Please leave the **room clean** after your event. We kindly ask that you wipe down tables and chairs and dispose of any garbage in the appropriate containers.
- All guests must **check-in at the Membership Services desk** before entering the facility. **Photo ID** is required for anyone over 18 years old.
- As the **party organizer**, please ensure that all adults have their ID available for check-in.
- The **Program Room** is available for your party to enjoy cake, open presents, and store belongings. It is equipped with chairs, tables, and a refrigerator for storing items like ice cream. You are welcome to decorate the room as you wish.
- The **Program Room** will be available **30 minutes prior** to your event for set-up, and you have **15 minutes after** for clean-up.
- The **party organizer** is responsible for ensuring all guests are signed in and that the safety and behavior of the children are maintained during the event.

Booking Terms:

- To reserve your party, you will need to set up a **profile** at the Sault Ste. Marie YMCA, either in person or online.

- The rental fee must be paid **seven days in advance** to confirm your booking. If payment is not received by this time, the booking may be cancelled.
- A **\$50 deposit** is required at the time of booking and must be processed via **credit card**. A valid credit card must be on file for the deposit to be refunded.
- **Cancellations** must be made at least **one week in advance**. Cancellations with less notice will unfortunately not be eligible for a refund, and the \$50 deposit will not be reimbursed.
- Please note, **youth aged 13 and younger** cannot be left unattended in the building.
- Failure to follow the guidelines may result in the **cancellation of future bookings** and suspension of room usage privileges.

YMCA Cancellations:

- In the event the YMCA is unable to provide the reserved room or pool due to unforeseen circumstances (such as damage or staffing issues), your booking will be cancelled, and a **full refund**, including the deposit, will be issued.

Thank you for choosing the Sault Ste. Marie YMCA for your celebration! We look forward to hosting your special event.