

# RENTAL AGREEMENT

## GENERAL

Patios, Pavilions, Pools and Picnic Areas are primarily designated for small functions by Navy commands and Active Duty personnel and their families. All others including retirees, reservists and DoD personnel may use facilities on a space available basis. Patios, Pavilions, Pools and Picnic Areas are intended to be used as recreational facilities for social gatherings and may not be used without prior registration and authorization from the Rainbow Bay Marina business office (Bldg. 610) or at a Navy ITT location.

## RULES GOVERNING USE

### 1. Priority

Navy commands and active duty personnel have priority use of all pool & picnic facilities. Rainbow Bay Marina reserves the right to cancel any previously scheduled reservation at any time if deemed appropriate by the Commanding Officer, Navy Region Hawaii.

### 2. Usage

Patios, Pavilions, Pools and Picnic Areas including the Ohana Hale (Bldg. 103) are intended for recreational use only. Ongoing, recurring use of facilities by groups or organizations for other purposes is strictly prohibited i.e., religious, social groups, etc.

### 3. Sponsors

Eligible patrons acting as sponsors for other family members and/or friends must be present at the function and will be held responsible for the actions of all participants.

### 4. Keys

Facility keys will only be issued to the authorized patron whose signature is on the rental agreement unless previously authorized by an MWR employee.

### 5. Deposit

Deposit will be forfeited if facilities are left excessively dirty, or damage to facilities are noted upon inspection. Renters are required to police the area, remove party decorations, clean the grills if used & place trash in the nearest dumpster. Deposits also will be forfeited if rental keys are not returned immediately after use. A credit card is required for all deposits.

### 6. Parking

Parking of vehicles on picnic grounds is strictly prohibited unless previously requested and approved by the Outdoor Recreation Director. Violations will result in forfeiture of deposit.

### 7. Beverages

The serving of alcoholic beverages to minors is strictly prohibited. Bottled beverages are prohibited at all pools, picnic areas and beach sites.

### 8. Additional Equipment

Any additional tents, canopies, bounce houses (no water bounce houses), bands, trailers or other party/picnic equipment must be identified on the agreement and approved before use at any site.

### 9. Facility Rental Information

The maximum use capacities, necessary deposits and fee schedule is established for the various rental facilities (see table). If capacities are exceeded, your function may be cancelled immediately. You and your guests will be required to vacate the area and will result in loss of fees & deposits. Full payment is required when reservation is made.

### 10. Cancellation

Cancellation refunds are as follows:

100% refund if cancellation is at least seven days prior to the date of your reservation. 50% refund if cancellation is at least four days prior to the date of your reservation. No refunds will be given to cancellations made less than four (4) days prior to the date of your reservation.

### 11. Pool Requirements

Pool facilities require lifeguards on staff at all functions that extend after regular business hours. Additional cost for one lifeguard is \$25 per hour. Please call two weeks prior to book your after-hour function, as well as inquire about pool hours of operation and the number of lifeguards required.

### 12. Forfeiture of Fees & Deposits

Failure to comply with any of the above policies may result in forfeiture of all fees & deposits and notification to CNRH Police to secure your function.

THANK YOU FOR YOUR COOPERATION IN HELPING US MAINTAIN OUR FACILITIES FOR CONTINUED USE AND ENJOYMENT.



## MORALE, WELFARE & RECREATION RENTAL AGREEMENT

Phone: 473-0279

RAINBOW BAY MARINA

Fax: 473-0285

Sponsor: \_\_\_\_\_ Pay Grade: \_\_\_\_\_ SSN: \_\_\_\_\_

Status (check one): Active Duty \_\_\_\_\_ Retiree \_\_\_\_\_ Family Member \_\_\_\_\_ Reservist \_\_\_\_\_ DoD \_\_\_\_\_

Branch: \_\_\_\_\_ Command: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Duty Phone: \_\_\_\_\_ Ext: \_\_\_\_\_

Rental Site Requested: \_\_\_\_\_

Other Authorized Equipment (bounce house, band, tents, etc): \_\_\_\_\_

Date requested: \_\_\_\_\_ Start time: \_\_\_\_\_ Finish time: \_\_\_\_\_

Type of function: \_\_\_\_\_ Number of guests: \_\_\_\_\_

**TOTAL AMOUNT DUE:** \_\_\_\_\_

Rental Fee: \_\_\_\_\_ Paid on: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Deposit: \_\_\_\_\_ Paid on: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Lifeguard fee: \$25.00 (x) \_\_\_\_\_ hours (x) \_\_\_\_\_ lifeguard/s (=) \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_

I, \_\_\_\_\_ AGREE TO BE IN ATTENDANCE AND PERSONALLY RESPONSIBLE FOR ANY AND ALL DAMAGES THAT MAY OCCUR TO THE RENTED PROPERTY OR FACILITIES AS A RESULT OF MY ACTIONS, OR THE ACTIONS OF ANY GUEST(S), AT MY EVENT. I FURTHER AGREE TO ABIDE BY THE RULES ON THE REVERSE SIDE OF THIS FORM AS WELL AS ANY OTHER DIRECTIONS GIVEN TO ME BY AN MWR STAFF MEMBER. I UNDERSTAND THAT MWR MAKES NO WARRANTY WHATSOEVER REGARDING THE CONDITION OF THE SPACES RENTED AND I AGREE TO HOLD HARMLESS AND PERSONALLY INDEMNIFY THE U.S. NAVY, MWR, RAINBOW BAY MARINA AND ITS AGENTS FOR ANY INJURY, ACCIDENT OR DAMAGE OCCURING WHILE USING THESE FACILITIES.

Signature of Eligible Sponsor \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature of Authorizing MWR Employee \_\_\_\_\_ Date \_\_\_\_\_

KEY ISSUED TO: \_\_\_\_\_  
Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Phone: \_\_\_\_\_ Date key returned: \_\_\_\_\_

**DEPOSITS WILL BE REFUNDED BY MAIL 10 DAYS AFTER INSPECTION**