



Party Tent Rentals & Group Reservations

- ★ The **Group Rate** (\$4 per person) is available for groups of 30 people or more. A \$40 deposit is required for all group reservations, which will be applied toward the first 10 admissions. The remaining balance must be paid the day of your reservation.
- ★ All Group/Summer Camp reservations must be made within **2 weeks** of the desired date.
- ★ If your group rents a party tent, the group rate deposit (\$40) will be waived.
- ★ Groups and birthday parties may use up to **two tables** in the Splash Playground free of charge on a first come, first serve basis. If your group is larger than 20, we highly recommend that you rent a party tent. **Party Tents** may be rented for \$40 an hour for the large tent (capacity 75-100) and \$30 an hour for the medium tent (capacity 35) and must be reserved one week in advance. Both tents include picnic tables and trash/recycling bins. Full payment is required when the reservation is made. We cannot refund payment if you decide not to use the tent the day of your reservation.
- ★ Refunds may be given in case of inclement weather. We can also try to change your reservation to another day, pending availability.
- ★ To make a **group reservation** or **reserve a party tent**:
 - **In person:** Fill out a reservation form, and confirm date availability with a staff member.
 - **By phone:** Check availability of party tents online at ParkPASS.org, then call the Splash Playground at **301-601-3581** and ask for a manager. We'll confirm availability of your date, and hold it for 24 hours. Fill out a Party Tent Rental & Group Reservation Application form and return it to us (via mail or fax) with payment within 48 hours to guarantee your rental. Application forms can be printed out from the website (www.SplashandGolf.com), or picked up in person at the facility.
- ★ **Payment options:**
 - **In person:** Cash, credit cards (MasterCard or VISA) or checks/money orders made out to M-NCPPC are accepted in person at the facility.
 - **By mail:** Send your check or money order made out to M-NCPPC to South Germantown Recreational Park, 18056 Central Park Circle, Boyds, MD 20841.
 - **By fax:** Fax your application to 301-601-3586, then call us at 301-601-3581 with your credit card information, or mail payment to the address above. For your security, do *not* include your credit card information on your faxed application form.
 - **Online:** If you have a ParkPASS account, fill out your Application form and mail/fax/bring it in. Then go to ParkPASS.org and make a payment on your account to cover your party tent rental and/or group reservations. We'll mail or fax you a completed contract marked "balance paid"; you sign and return the contract asap via mail, fax or in person.
- ★ **Catering:** Papa John's Pizza delivers to our facility. Their number is 301-926-7272.

South Germantown Splash Playground & Miniature Golf
18056 Central Park Circle, Boyds, MD 20841
301-601-3580 / 301-601-3581 / 301-601-3586 fax
www.SplashandGolf.com



MARYLAND-NATIONAL CAPITAL PARK & PLANNING COMMISSION
Facility Use Rules & Regulations

Contracts for this M-NCPPC Park Facility are subject to the following rules and regulations:

1. This contract entitles the Renter to exclusive use of a party tent reserved for the dates and times indicated on the contract. No additional setup or cleanup time is allowed. Customers must vacate the tent by the time specified on the signed contract, or Renter will be billed in 15-minute increments for additional time used.
2. A \$15.00 service fee will be charged in order to change a finalized (signed) rental contract.
3. Maximum capacity in party tents: 100 people for large tent; 35 people in the medium tent .
4. Rental agreements will be issued to adults 21 and older only who agree to accept responsibility for the supervision of guests in the party tent throughout the rental period. The Renter is responsible for maintaining orderly conduct among all participants at their event or function.
5. Admissions to the Splash Playground or the Miniature Golf Courses must be paid before or on the day of the event, before entry into the facility. Any unused admission tickets will be refunded (except for discount admission tickets).
6. On the rental day, the total due for rental of a party tent and any other agreed-upon fees must be paid in full before gaining access. Renter is required to leave his/her keys (including a car key) with the front desk. Keys will be returned after the tent have been cleared and is judged to be in satisfactory condition.
7. The presence or consumption of alcoholic beverages (including beer) on Park property is strictly prohibited.
8. Directional signs and decorations are allowed during the rental period only. Decorations may be hung, or taped on the poles in the rented space with scotch tape only. No decorations may be hung from the ceiling tent frame, and no glitter or confetti is allowed.
9. Renter is responsible for removing all signs, decorations and trash after the rental period. If a tent is left in unacceptable condition, a \$50.00 cleanup fee will be added to the total charge. The renter assumes personal liability for the cost of excessive cleanup, loss, breakage, vandalism or removal of Park property.
10. Live bands, loud or offensive music, and excessive noise which disturbs other customer/s are not allowed.
11. Catering is permitted at the discretion of the facility manager. Absolutely no hot plates, portable ovens, open flame fires or warming devices are allowed. Catering vehicles must park in designated areas only.
12. **Cancellation policy:** If cancellation is made with at least one week's notice, 100% of the amount due will be refunded, in the same payment form as rendered. If payment was made by check, please allow 10 days for check to clear before refund is issued. If less than one week's notice is given to cancel a booking, no refund will be issued.
13. All contracts/rental agreements are subject to change by M-NCPPC personnel. Failure to comply with the conditions in this contract may result in the immediate cancellation of the event, and/or loss of rental and other fees paid.

I have read the above conditions governing the use of rental facilities, and agree to abide by them or risk the loss of a rental fee and/or any other payment rendered.

Renter's Signature: _____

Date: _____ **Date of Rental:** _____



Party Tent Rental & Group Reservation Application

Date of Application: _____ / _____ / _____ Requested Dates: _____ / _____ / _____

Number of Guests: _____
_____ / _____ / _____
_____ / _____ / _____

Type of Function (circle one): Birthday Party Summer Camp Company Outing

Activities (circle all applicable): Splash Park Miniature Golf Tent #1 (75-100) Tent #2 (35 or less)

Requested Hours for Party Tent (ex. Noon-4pm): _____

Organization Name: _____

Name: _____

Address: _____

City, State, ZIP: _____

Home Phone: _____ Work Phone: _____

Cell phone: _____ Fax: _____

Email: _____

Payment Method _____ Check amount \$ _____ Check # _____
(check one): (Please make check payable to M-NCPPC, and include your driver's license number on check)

_____ Credit card (MasterCard or Visa is accepted in person, or online at ParkPASS.org.)

You may fax your application to 301-601-3586, then call 301-601-3581 with credit card info. Please *do not* write credit card information on this form. Payment must be received within 48 hours of your application; reservations are not guaranteed until payment is received.

South Germantown Splash Playground & Miniature Golf
18056 Central Park Circle, Boyds, MD 20841
301-601-3580 / 301-601-3581 / 301-601-3586 fax
www.SplashandGolf.com



