

# INDOOR PLAYGROUND PARTIES

## RENTAL POLICIES



Thank you for choosing the Shoreview Community Center to host your party! Please take the time to review the following information. By signing our rental agreement form, you agree to adhere to these rules and policies.

### Playground exclusive

- Private rental inside Tropical Adventure Indoor Playground
- Playground admission included for up to 75 guests
- Total capacity = 75 people, includes adults supervising
- Extra fee if you bring your own food

### Semi-private playground party area

- Semi-private area inside Tropical Adventure Indoor Playground
- Playground admission included for up to 12 guests
- Total capacity = 12 people, includes adults supervising

### Room rental fee

- Must be paid online within 48 hours
  - Including damage deposit
  - Payment link will be sent to you
- Does not include water park, gym or fitness center access

### Check in

- At lower level service desk, may arrive 15 minutes prior to event start time
- Staff may check coolers and items at check-in
- Staff will provide wristbands on the day of your event

### General policies

- Reservation time – 3 hours
  - Includes setting and cleaning up
  - Remove all items from the playground at the end of your reservation
- All guests must wear socks in the playground area
- No running or rough play
- Kids ages 10 and younger must be supervised by an adult at all times

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- Food and drinks:
  - Can bring in your own or buy from the cafe
  - Electrical outlets are available
  - Refrigerators and microwaves are not available
  - Not allowed:
    - Alcoholic beverages
    - Foods containing nuts
    - Glass containers
- Rolling carts may be available on the day of your event
- Decorations:
  - Only place on tables and chairs
  - Helium balloons, glitter, confetti, and piñatas are not allowed
- Do not sit on the tables or stand on chairs
- Tobacco use is not allowed anywhere inside the building

## Damage deposit

- \$100 refundable damage deposit due at time of booking:
  - You will not be refunded if you cancel your event
- City may hold damage deposit if:
  - Policies are violated
  - You run over the reservation time
  - There is an excessive amount of clean up needed
- City may also charge actual costs for any damages caused to the facility
- City will refund damage deposit within 14 business days if contract has been satisfied

## Cancellations and refunds

- Reservation and wristband fees are non-refundable
- Contact the rentals office
  - 651-490-4790
  - rentals@shoreviewmn.gov

## Liability

The Shoreview Community Center is not responsible for any loss, damage, injury, or illness by the users of the facilities within the community center or on the surrounding grounds. The community center will not be held responsible for items that are left at the facility.