

Winchester Recreation Gym Rental FAQ

- **How long is my rental for?**
 - **Weekend Birthday parties** - Minimum rental time is 2 hours with half an hour before and after for set up and clean up (total 3 hours). \$100 per hour/\$300 minimum.
 - **Weekday Rentals** - Minimum rental time is 1 hour which includes your set up and clean up. \$100 per hour.
- **Will staff be present during my rental?**
 - Yes, there will be a staff member present for the duration of your rental. They are there to assist as needed, they are not there to run your event or clean up.
- **Will someone be there to run organized games?**
 - No, we typically don't help run games & activities, however we can have additional staff available to run games for an additional fee. Please contact us for more information and staff availability.
- **Can I bring an outside vendor (Busy Bee Jumpers, Knucklebones, etc.)?**
 - Yes! Outside vendors are welcome. However we do require liability insurance from all outside vendors, and the "Town of Winchester" must be listed as additionally insured in the description of operations.
- **What if I'm renting the playground and it rains?**
 - Unless you have specifically booked a staff to be onsite to open the building you will not have access to the indoor space. The grounds are a separate rental from the gym.
- **Is there electricity available outside?**
 - Typically, no. However, if it is necessary for vendor set up such as a bounce house, we can run an extension cord out the window. Please notify us in advance if this is necessary for your outdoor event. Please note, music is not allowed for outdoor events.
- **Is there playground/gym equipment we can use for play?**
 - We have some sports equipment that can be used at your request. Only the staff at the rental can access the equipment, please do not allow kids or adults to take things from the equipment closets. Staff on site can assist as needed.
- **Are there tables/chairs available?**
 - Yes, we have folding tables & chairs which you are welcome to set up and break down. We ask that all tables are wiped after use (bring tablecloths if possible) We have paper towels, disinfectant spray, and soapy water for you to wipe down after use.
- **Should we bring our own trash bags?**
 - No, we have trash barrels and extra trash bags here for you. We ask that someone help staff bring trash to the outdoor barrels at the end of the event.