

# Information Request Form

Date: \_\_\_\_\_

Desired Time: \_\_\_\_\_

Location: \_\_\_\_\_

Child's Name(s): \_\_\_\_\_

Age of Children Attending: \_\_\_\_\_

Expected Attendance: \_\_\_\_\_

Special Requests/Accommodations: \_\_\_\_\_  
\_\_\_\_\_

Name of Parent/Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

## TO BOOK YOUR EVENT

Phone: 613-546-2647 ext. 0  
Email: [birthdayparties@kingston.ymca.ca](mailto:birthdayparties@kingston.ymca.ca)  
In Person: Member Services desk at the 100 Wright Crescent location

# Celebrate with us at the YMCA of Kingston





## EVENT CHECKLIST

- ✓ Book your event. Call the YMCA of Kingston at 613-546-2647, visit the Member Services desk, or email [birthdayparties@kingston.ymca.ca](mailto:birthdayparties@kingston.ymca.ca)
- ✓ Make arrangements for the payment. We accept cash, debit, Visa, and Mastercard.
- ✓ Ensure there is enough adult supervision (16+) for the children attending the party. The YMCA requires a 1:2 adult to child ratio in our pools.
- ✓ Purchase decorations, tablecloths, napkins, plates, cups and utensils.
- ✓ Plan your invitations with directions, address of location and items to bring (ex. swimsuit).

**Birthday Parties at the  
YMCA of Kingston give children  
the chance to play, have fun, and  
celebrate in a safe environment.**

## BIG SPLASH PARTY

100 Wright Crescent

Leisure Pool	\$160.00
Lap Pool	\$180.00

This package includes 1 hour private pool rental, 1 hour room rental and admission for up to 25 total guests and 1 lifeguard.

### Leisure Pool Schedule

Saturday	5:00 pm - 6:00 pm 6:00 pm - 7:00 pm
Sunday	5:00 pm - 6:00 pm

### Lap Pool Schedule

Saturday	5:00 pm - 6:00 pm 6:00 pm - 7:00 pm
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### DID YOU KNOW?

a youth membership at the YMCA of Kingston includes swimming lessons and a variety of youth recreation programs including basketball, soccer, volleyball, and hip-hop.



Can't decide on which pool? Interested in an earlier time? Birthday parties are welcome to join our public swim times on Saturdays or Sundays and rent a room afterwards for celebrations.

\* Photos are strictly prohibited during public swim times.

## ROOM RENTALS

Parties | Meetings | Showers | and more!

### Wellness Studio - Wright Crescent

\$40.00 per hour  
25 people maximum  
Tables and chairs provided

### Studio 2 - Y West

\$40.00 per hour  
25 people maximum  
Tables and chairs provided

### Multi-Purpose Room - Wright Crescent

\$40.00 per hour  
30 people maximum  
Tables and chairs provided

### Gymnasium - Wright Crescent

\$64.00 per hour  
\*select dates and restrictions apply  
\*no food or drink allowed

Room rentals are held during regular operating hours, while the facility is open to members and the general public.

Joining public swim? The cost is only \$5 per participant!

## POOL ADMISSION POLICY

For swimmers 6-10 years old, a swim test will be administered prior to pool admittance.

**Pass:** child can swim unaccompanied in the pool, guardian must remain on deck.

**Fail:** child required to wear a lifejacket, guardian must be in pool.

Children under 6 years must wear a lifejacket and have an adult in the pool with them at all times with a 1:2 adult to child ratio.

Pool capacity limits may be reached during public swim.

## EVENT POLICIES

- Parties are booked on a first come, first serve basis. For best availability, we recommend booking as early as possible.
- Due to demand, we require payment to be made no later than 1 week prior to event.
- The pool admission policy must be followed during your event.
- We can not guarantee extended (or early) party room times. If extended (or early) time is required, please request and book accordingly. Early or extended times are subject to additional fees.
- Birthday party rates are subject to change without notice.
- Parties are not guaranteed to be in requested room as time slots vary on other events taking place in the building.
- Public swim fee is due upon entry before given access to the pool or party room.
- Party host is welcome to access the room 30 minutes prior to setup at no charge and a 15 minute grace period is granted to pack up and depart.