

**Fort Wayne Parks and Recreation
Jerry D. Fox Center at The Lifetime Sports Academy
McMillen Park Golf Clubhouse
Rental Policy/Guidelines**

The Jerry D. Fox Center at the Lifetime Sports Academy and McMillen Park Golf Clubhouse opened in June of 2007. The \$1.4 Million project was a private/public partnership replacing an aging golf clubhouse while providing a year round home for Lifetime Sports Academy programming and space for community meetings. This wonderful center features a large meeting room seating 100 people theatre style, a smaller room seating up to 16 people and an indoor putting green. The center can also be set up as an indoor practice area for golf and tennis. The rooms are available to rent for business and community meetings.

The center is available for rent subject to availability. Scheduled Lifetime Sports Academy programs have priority use of the center.

Fort Wayne Parks and Recreation will provide the following for each rental:

- A staff person will open the facility, answer questions, monitor the event and close the facility at the end of the event.
- The large room can be set up with banquet seating (6' rectangle tables) and chair seating for up to 60 people, or theatre seating for up to 100 people. The small room can accommodate 16 people.
- A TV monitor, DVD player, and screen are available for use.
- Food and drink service must be set up through the golf course pro-manager.
- Alcohol is not allowed in the building or park.
- The facility is smoke free.
- The putting green, driving range and golf course are available before, during or after your meeting at an additional fee.

The Renter agrees to do the following:

- Leave the facility at the assigned hour (designated in the rental agreement).
- Leave the facility in the same condition that they found the facility including placement of tables and chairs. (City Ordinance 97.18)
- Provide own decorations. Nails, hooks, tacks, staples and other fasteners will not be attached or driven into any part of any building or equipment.
- Renters must be at least 21 years of age.
- Renters may not sell items or food at the facility during a rental event.
- The Fort Wayne Parks and Recreation Department and its employees, volunteers, officers or Board are not responsible for damage to / or loss of property upon city premises sustained by the renter or any participant in a program or as a patron of any City park.
- City Ordinance (97.24) places all responsibility for any damage to buildings, equipment or grounds on the person who signs the rental agreement.

Please read all the guidelines before signing the rental agreement.