



LILYPAD Agreement

Birthday **Birthday Celebrant:** _____

Rental **Date of Party:** _____

Rental Time: _____

COVID-19 Statement: *By signing this rental agreement, you are agreeing to Lilypad's Covid-19 release statement, found at the end of this document.*

*Rental of the Lilypad Playspace includes 30 minutes to set up and 30 minutes to clean up, in addition to the two hours indicated above. The space must be **clean**, and left in the same condition as you found it (see below for clean-up instructions). Please return all toys to their appropriate storage spaces, and all furniture should be returned to its original position (take a photo when you arrive if you need a point of reference). If Lilypad is not left in a clean condition after your party, your cleaning deposit will **NOT** be returned. Cleaning deposit is \$125.*

Please note: We will not issue refunds for cancellations.

Birthday Age: _____

Lilypad Member? Yes (\$95)
(at time of party) No (\$200)

Approximate number of guests: _____ children, _____ adults

Suggested: 10 kids and up to 20 adults (30 max)

Other supplies that are provided for your Lilypad Birthday Rental:

- Rectangular folding tables, folding chairs, 3 small children's tables and kid size chairs, and couches.
- Bring your own rectangle tablecloths if you like. You are not required to use tablecloths.
- Refrigerator, coffee maker, dishwasher, oven. Please provide your own oven accessories such as bakeware and oven mitts.
- Changing table, bathroom with supplies and first aid kit.

I agree to leave the Lilypad Playspace in clean condition, by the agreed time (30 minutes after your rental time is over) in order to receive my deposit refund. If anything breaks during the party, please alert land@lilypadphilly.org so that we can repair it or remove it from the Playspace. You will not be held responsible, but we need to know!

Signature: _____ **Date:** _____

Printed Name: _____ **Phone:** _____

Emergency Contact: *Aislinn Molinari, 610-737-7309*

HOW IT WORKS

Reservation and Payment

Your reservation is held for 7 days. Payment via credit or debit card through PayPal is preferred. This rental agreement must be filled out and returned via email (a photo of the signature page is acceptable) to land@lilypadphilly.org

DIY Party Setup and Cleanup

You may arrive up to 30 minutes before your party time-slot to set up, unless other arrangements are made. For example, if your party is 2:00-4:00, you can arrive at 1:30. You must have the space cleaned 30 minutes after your time-slot, e.g., 4:30 using the previous example.

You are welcome to hire Lilypad's cleaning partner and contributing community member, Kerri Maloof, to take care of your clean-up needs after your party *when available*. A \$25 fee will be deducted from your security deposit for up to 1 hour of her service, and \$50 for 1-2 hours of service. Please contact Kerri directly at kerri.maloof@gmail.com to make these arrangements.

If **you** choose to clean up after your party, please reference the **Cleanup Checklist** below. If you choose not to hire Kerri, it is up to you to leave the space ready for the next event, and communicate any issues you encounter via email. Take a few pictures of the cleaned space when you're done and send them to land@lilypadphilly.org to accelerate the return of your security deposit. Please return all furniture to its original location. No pets, no smoking on Lilypad property.

Accessing the Space - Smart Lock Combination

The week before your party, please email us to get a code for the Lilypad door Smart Lock.

To enter using the Schlage Smart Lock, simply press the "Schlage" logo located at the top of the Smart Lock keypad, followed by the code. To lock up after your party, simply press the "Schlage" logo. Please verify that the door has been locked.

If you have any issues accessing the space, please **text or call Aislinn Molinari (610-737-7309)**.

Tables and Chairs

- We have a number of seating options for you to use, including folding chairs located in the back office, and blue children's stacking chairs.
- We have several folding tables available for use, which can be found in the back office. Children's tables can be found under the black sofas in the open play area.
- If you need to remove any items from the kitchenette countertop, please move them to the back office during your party, and put them back when you are done.

Food and Drink

- You can use the refrigerator as needed. If there is anything in the fridge not labeled with someone else's name (beer, wine, iced coffee, etc), please help yourself!
- You may make coffee and tea with our supplies.
- We are BYOB-friendly and guests are welcome to enjoy responsibly. Please put your recyclables in the recycling bin by the changing table.
- If you would like to use our oven to prepare and serve warm food, please use it safely and responsibly. We can not guarantee oven accessories like bakeware and oven mitts, so please provide your own.
- Feel free to use our dishwasher to clean any dishwasher safe items that belong to Lilypad.

Cleanup Checklist

You are welcome to hire Lilypad's cleaning partner and contributing community member, Kerri Maloof, to take care of all of your clean-up needs after your party *when available*. A \$25 fee will be deducted from your security deposit for up to 1 hour of her service, and \$50 for 1-2 hours of service. Please contact Kerri directly at kerri.maloof@gmail.com to make these arrangements.

If **you** will be cleaning up after your party, please reference the checklist below. All cleaning supplies are in the back office, bathroom, or on the shelves next to the changing area. If Lilypad is not left in a clean condition after your party, your \$125 cleaning deposit will **NOT** be returned.

- **Trash:** When the party is over, please make sure to collect all trash. Additional bags are located on the shelves above the garbage can or in the bathroom. Before you leave, **please bring all trash to the trashcan located on Lilypad's back porch**. Make sure **porch access door is locked** when you leave.
- **Toys:** Put the toys away as best you can. Toys should be in their bins, and books should be shelved. It doesn't need to be perfect, but it must be ready for the next activity as there is no staff. Please clean any toys that need to be cleaned.
- **Mouthed Toys:** Please wash any mouthed toys.
- **Vacuum:** Please be mindful to vacuum or sweep all crumbs. This is our defense against pests! The vacuum can be found by the front desk.
- **Disinfect:** Wipe down and disinfect any surfaces that came into contact with food.
- **Spills:** Clean up any spills including those on rugs and furniture.
- **Heat/AC:** Please adjust the thermostat (near the train table) to your comfort level during your party. Return heat setting to 67, or air conditioning to 77 before you leave.

Lilypad Philly Covid-19 Release Statement:

By signing this Birthday Rental Agreement, you are agreeing to the following statement:

I acknowledge the contagious nature of the Coronavirus/COVID-19 and variants thereof, and that the CDC and many other public health authorities still recommend practicing social distancing and mask wearing for all unvaccinated individuals over the age of 2.

I further acknowledge that Lilypad Philly has put in place preventative measures to reduce the spread of the Coronavirus/COVID-19.

I further acknowledge that Lilypad Philly can not guarantee that I will not become infected with the Coronavirus/Covid-19. I understand that the risk of becoming exposed to and/or infected by the Coronavirus/COVID-19 may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Lilypad volunteers, and other Lilypad members or space users and their families.

I voluntarily seek services provided by Lilypad Philly and acknowledge that I am increasing my risk of exposure to the Coronavirus/COVID-19. I acknowledge that I must comply with all set procedures to reduce the spread while using the Lilypad space.

I attest that:

- * I am not experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell.
- * I have not traveled internationally within the last 14 days.
- * I have not traveled to a highly impacted area within the United States of America in the last 14 days.
- * I do not believe I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19.
- * I have not been diagnosed with Coronavirus/Covid-19 and not yet cleared as non-contagious by state or local public health authorities.
- * I am following all CDC recommended guidelines as much as possible and limiting my exposure to the Coronavirus/COVID-19.

I hereby release and agree to hold Lilypad Philly harmless from, and waive on behalf of myself, my heirs, and any personal representatives any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or my guests, and/or property that may be caused by any act, or failure to act of Lilypad Philly, or that may otherwise arise in any way in connection with any uses of Lilypad Philly. I understand that this release discharges Lilypad Philly from any liability or claim that I, my heirs, my guests, or any personal representatives may have against the playspace with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from, or in connection to, any uses of Lilypad Philly. This liability waiver and release extends to the playspace together with all volunteers or partners.

Thank you for choosing Lilypad, and enjoy your party!