

- covered when finished playing.
- j. Minimum age restriction: 18 and older
  - k. If others are waiting to use the table, limit time play to one half hour. Those waiting should sign in on clipboard located in the room.
  - l. Use of the billiard tables may be reserved for community tournaments or other needs.
  - m. No monetary betting or hustling permitted.

#### F. PUBLIC COMPUTERS/LIBRARY AREA

- 1) Computers are available on a "first come, first served" basis. Computer use is limited to one hour unless there is no one waiting to use a computer.
- 2) Those that wish to use the computer must see the front desk initially to register. After a patron has registered they may sign in on the clipboard located to use the computer.
- 3) The Peoria Community Center reserves the right to designate computers to be utilized for specific purposes.
- 4) All users must follow the Internet Acceptable Use Policy. Violation of this policy will result in suspension of lab privileges. The user may be asked to leave the Peoria Community Center.
- 5) No food or drink is allowed in the lab except bottled water. Bottled water cannot however be placed on or near computers.
- 6) Ear buds are required if using volume. Adapters may be checked out with I.D. Ear buds are available for sale at front desk.
- 7) Computer chairs are reserved for those using the computers.
- 8) Conversation is permitted in the public computer and Library area, however, please be considerate of those around you.
- 9) Computers are for viewing only and do not have access to printers.
- 10) Computers are in a public location so privacy is not guaranteed.
- 11) Users are cautioned that the security in an electronic environment such as the Internet cannot be guaranteed. All transactions, files and communication are vulnerable to unauthorized access and use, and therefore, should be considered public.

#### G. WIRELESS INTERNET ACCESS

- 1) The Peoria Community Center offers free wireless access. The manufacturer or supplier of your equipment or local technology merchants can help find the right product for a notebook/laptop computer or other device.
- 2) The wireless internet access we offer is filtered. By choosing to use this free service, patrons agree to abide by the Peoria Community Center's Internet Acceptable Use policies.
- 3) The Center's wireless network is not secure. Information sent to and from a notebook/laptop computer or other wireless device may be captured by anyone else with a wireless device and the appropriate software.
- 4) The Peoria Community Center does not assume responsibility for the safety of your equipment.

## RENTAL INFORMATION

### BUSINESS HOURS

Monday through Thursday 8:00 a.m. - 9:00 p.m.  
 Friday 8:00 a.m. - 5:00 p.m.  
 Weekends - scheduled activity only

**For more information, call 623.773.7436**

### BANQUET ROOM

- **Capacity** 250, 35 tables and 225 chairs are provided
- **Kitchen** - use of stove and counters **only**, No use of utensils or refrigerator
- Room is approximately 51' x 70' (4,250 square feet)
- Stage is 12' x 20' (486 square feet)

Business Hours	Resident	Non-Resident
Deposit	\$250.00	\$250.00
Rate per hour	\$70.00	\$90.00

Non-Business Hours	Resident	Non-Resident
Deposit	\$250.00	\$250.00
Rate per hour	\$110.00	\$130.00

### MEETING ROOMS

- **Capacity** 25-70, depending on room. Tables and chairs are provided.
- **Kitchenette** (if applicable) - use of microwave and counters/sink **only**. No use of refrigerators.

Business Hours	Resident	Non-Resident
Deposit	\$100.00	\$100.00
Rate per hour	\$50.00	\$70.00

Non-Business Hours	Resident	Non-Resident
Deposit	\$100.00	\$100.00
Rate per hour	\$90.00	\$120.00

For more information or to contact the Community Center regarding rates for Peoria based non-profit organizations, call 623-773-7436 between 8:00 a.m. and 5:00 p.m., Monday through Friday. Fees effective January 1, 2013.



## Community Center and Women's Club Policies



Community Services Department

peoriaaz.gov



**City of Peoria**  
COMMUNITY SERVICES

## PURPOSE

To establish standard policies for scheduling, priority of scheduling and rules for use of the City of Peoria Community Center and Woman's Club facilities.

### A. GENERAL USE

- 1) All patrons are required to wear a full length shirt which covers the torso.
- 2) Shoes with wheels are not allowed in the facility.
- 3) Animals are not permitted in the facility with the exception of service animals.
- 4) Bicycles are not to be brought into the facility. Bicycle racks are located in front of the facility. Owners use bicycle racks at their own risk. The Center is not responsible for damage or theft of bicycles.
- 5) Skateboards must be picked up and walked into the Community Center.
- 6) Private parties or non-profit/for-profit organizations are not permitted to conduct business or advertise in the Community Center unless arrangements have been made with Recreation staff as part of a rental or sponsorship package. All terms must be specified in a written contract.
- 7) Absolutely no food or drinks, with the exception of water (bottled or in a spill proof container) may be brought in. The only exceptions are City programs and contracted food services or rentals which involve appropriate room use.

### B. CONDUCT

The Peoria Community Center adheres to a conduct policy that ensures all patrons are able to use the facility in a safe and comfortable atmosphere. Therefore, each patron must abide by the following:

- 1) Exercise proper etiquette: be courteous to others, wipe down fitness equipment after use, follow posted rules, return games and equipment back to its proper place.
- 2) Personal music devices require headphones. Refrain from having loud, extended cell phone conversations that can intrude on others' enjoyment of the facility. This is a family friendly facility. Use of profanity, derogatory, demeaning or threatening language is strictly prohibited. Use of language or behavior that is deemed inappropriate by Center staff may result in an immediate suspension. Staff has final say regarding the suspensions.
- 3) Fighting, pushing or any other inappropriate contact with another patron or staff member will result in removal from the facility.
- 4) No spitting; on anything, on anybody, anywhere.
- 5) Harassment of staff, volunteers, or patrons is prohibited. "Harassment includes using profane and/or obscene language, directing verbal or physical threats towards another person, or engaging in behavior with the sole intent of annoying another person."
- 6) Neglected bodily hygiene will not be tolerated. "Neglected bodily hygiene" means bodily hygiene that is so offensive as to constitute a nuisance to staff, volunteers and other patrons.
- 7) Bathing, shaving, washing clothes and hair in the restrooms or drinking faucets is prohibited.

- 8) Questions or concerns should be brought to the attention of staff members in a courteous manner.
- 9) Directions of the Community Center staff must be followed at all times. Failure to comply may result in being asked to leave the premises up to and including being banned, temporarily or permanently, from the facility.

### C. AGE POLICY

- 1) The Community Center is open all citizens. Those 12 and under must be accompanied by a parent or legal guardian. Ages 13 and over may use the facility without a parent in the building.
- 2) The Game Room is designed for ages 8 and older. Patrons age 7 and younger may have access if accompanied by a parent or legal guardian who provides direct supervision. Ages 8-12 are required to have a parent in the building. Age 13 and over may use the room without a parent in the building.
- 3) Billiard Tables are restricted to ages 18 and older.
- 4) Fitness Room: Patrons must be 16 or older to utilize fitness equipment. Patrons ages 14 - 15 may use the equipment if supervised by a parent or adult over the age of 18.
- 5) Public Computers are designed for ages 13 and over. Patrons ages 12 and younger may have access if accompanied by a parent or legal guardian who provides direct supervision.

### D. FITNESS ROOM

The Peoria Community Center Fitness Room has a specialized floor finish, ceiling fans, built-in sound system and floor to ceiling windows to enhance participants' experience. This room will have various group exercise classes, dance and tumbling classes for all ages. All equipment needed for classes will be provided including steps, yoga mats, resistance bands, stability balls and hand weights.

The Fitness Room is equipped with six pieces of cardiovascular equipment including Recumbent Bicycles, Nu-Steps and a Life Fitness Elliptical cross-trainer.

- 1) Fitness Policies
  - a) Fitness equipment is available for use free of charge during open hours of operation, except during scheduled or instructor led classes.
  - b) Registration is required for scheduled or instructor led fitness classes. Patrons can register for the session or pay a "drop in" fee at the front desk.
  - c) Water only is allowed and must be bottled or in a spill proof container.
  - d) Appropriate shoes must be worn. Athletic shoes must have non-marking soles.
  - e) Clothing must adhere to the dress code requirements.
  - f) The Fitness Room will be reserved for scheduled activities.
  - g) The Fitness Room may be used for stretching or to do individual exercise routines if it is not reserved and if such use does not impede on other individuals in the room.
  - h) Only rubberized hand weights are allowed in the fitness room.
  - i) The Fitness Room cannot be used by groups who are NOT part of an activity sponsored by the Center.
  - j) Open-toed shoes and jeans are not permitted in the Fitness Room during exercise classes. Appropriate fitness attire must be worn for fitness-related activities.

- 2) Equipment Policies
  - a) Patrons may request a fitness orientation during the posted hours to acquaint themselves with the proper use of the equipment.
  - b) Cardio equipment must be wiped down after use.
  - c) Machines should not be moved for any reason except by facility staff. Hand weights must remain in the fitness area and be returned to their proper location after use.
  - d) Any problems with equipment must be reported immediately to a facility staff person. Misuse of any machine will not be tolerated.
  - e) Resting on any piece of equipment is not allowed.
  - f) Cardio equipment use is limited to 30 minutes when patrons are waiting. Clipboards will be available for sign up during times of heavy usage.
  - g) Cell phones are prohibited while working out on the machines.
  - h) T.V. stations can be changed by staff if requested.
  - i) Gym bags and personal items must be stored in designated areas.

### E. GAME ROOM

Patrons will find everything from the latest video games to traditional board games to billiard tables.

- 1) Billiard tables may be used by patrons 18 and older only.
- 2) Absolutely no food or drinks, with the exception of water (bottled or in a spill proof container).
- 3) Video and table games may be checked out at the front desk with valid I.D., either by participant or parent/guardian.
- 4) Games must be returned with all pieces intact.
- 5) No sitting on tables, equipment or other people.
- 6) When attendance reaches room capacity, staff will implement time limits to games/equipment to be as fair as possible to all.
- 7) Anyone perpetrating any act of vandalism in the Game Room will be subject to loss of privileges and costs of repairs and/or replacement of equipment.
- 8) No sitting, leaning or placing personal effects on billiard tables or gaming consoles.
- 9) The room may be reserved for other Community functions or tournaments at any time.
- 10) Patrons are allowed to bring their personal game disk; however, all users and spectators must comply with industry rating standards.
- 11) Billiard Table Rules
  - a. House Rules apply
  - b. Balls may be checked out at the front desk with valid I.D.
  - c. Game format and rules must be decided upon before you begin play.
  - d. Game winner maintains control of the table until they are defeated.
  - e. Winners must accept challenges or forfeit control of the table.
  - f. Players must exercise proper billiards etiquette at all times.
  - g. Jump and masse' shots are strictly forbidden.
  - h. One foot must remain on the floor at all times.
  - i. The tables must be brushed off with provided brush, all equipment returned to the front desk and table