

Muslim Community Center-Pleasant View School

**Policies and Procedures**

**Section-I: Rental of the School Facilities**

**Outdoor Athletic Field Membership and Rental Policy**

**GENERAL**

Pleasant View School outdoor sports and recreational facilities include one basketball and two tennis courts, one soccer field, picnic area and walking trail. All of these facilities are available for individual or group activities by renting or through monthly or annual membership.

**PROCEDURES/GUIDELINES**

**Rental for teams and tournaments: All rentals of the facilities are based on availability, and the school activities in the sports fields are given the utmost priority.** Therefore, for reservations and checking availability, please contact the school office in advance at (901) 380-0122 from 8 A.M. to 3.30 P.M., Monday – Friday. All rentals are subject to \$50 deposit, which is up to 100% refundable if the facility is used according to the policy.

| <u>Facility</u>  | <u>Rental Price</u>   |
|------------------|---|
| Picnic area      | \$100.00 Minimum 3 hour rental, \$25.00 for each additional hour. |
| Soccer Field     | \$ 50.00/hour   |
| Basketball Court | \$ 45.00/hour   |
| Tennis Courts    | \$ 45.00/hour   |

**Individual membership:** Monthly or yearly membership provides members access to all outdoor facilities without time limitation during the hours of operation stated in this policy. Each member will be provided an electronic gate access card for a \$15 fee (with a \$40 replacement fee for lost cards). An additional complimentary access card will be given to married couples who have already paid membership fees for both husband and wife and paid for one access card already. All individual gate access is electronically recorded in a database to monitor the access to the outdoor facility, which is directly linked to the member himself/herself through the card number. Therefore, members are responsible for not sharing their gate access cards with anyone and accountable for any vandalism and misuse of the facilities during their access time. If their gate access card is lost or stolen, members must inform the school office immediately for card-access deactivation. Members must have their membership cards with them to identify themselves as members when using the facilities, and proper picture identification may be required as well.

**Membership Categories:**

- **Free for all PVS students and staff, and all children under 5 years old.**
- **PVS parents: \$50.00/year/person.** For each additional family member, the membership fee is \$40.
- **Non PVS members: \$75.00/year/person.** For each additional family member, the membership fee is \$50.
- **Monthly membership** is also available at **\$8/month/person** for PVS parents and **\$10/month/person** for Non PVS members. Monthly membership is also subject to the same gate access card rules.

**Timings for use of facilities:**

Monday- Friday: 3 P.M. – 8P.M. (During school days). Please contact the school office if any of the fields is available for member use outside these hours during the school days.

Saturdays and Sundays: 8 A.M. – 8 P.M. (also Mondays to Fridays on school holidays).

**SATURDAYS AND SUNDAYS FROM 11 A.M. TO 1:00 P.M. ARE RESERVED FOR SISTERS ONLY!**

**Terms and Conditions**

- Muslim Community Center/Pleasant View School (MCC/PVS) reserves the right to refuse rentals of the activities conducted deemed to be inappropriate or not inline with the teachings of Islam.
- MCC/PVS reserves the right to cancel memberships if the terms and conditions of this policy are violated.
- The rental agreement must be filled and signed and the payment must be made for all group reservations to use the facilities.
- SMOKING, ALCOHOL or DRUG use on campus is NOT permitted.
- Any activity against the teaching of Islam is not permitted.
- Any charges incurred due to any damage, repair or additional cleaning of the facility will be deducted from the deposit. The group/individual member will be billed for charges exceeding the deposit amount.
- It is the responsibility of the renter to ensure the property is properly used and cleaned after the activities. Additional fees may be assessed for extra expense incurred due to cleaning. No parking on grassed areas.
- Inflatable, moon walks, or other recreational equipment require approval. Extra fee may be assessed for such arrangements.
- On-duty staff is authorized to dismiss any group for misconduct, vandalism, or incompliance with this agreement terms. Such incompliance may result in cancellation of membership permanently. In addition, deposits are not refundable in any violation of the rental policy.
- Cancellation request must be made in writing at least 48 hours before the event. A service charge of \$20 will be assessed.
- All renters and team leaders in case of tournaments MUST sign Liability Waiver and Release form.