



Troy Community Center

# Corporate Recreation Pass Application

Name of Company/Business: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

- **Corporate Recreation Pass** - \$288 each per year/pass (or \$24 a month/pass)

Quantity of Passes (10 Pass Minimum)..... \_\_\_\_\_

Total Amount Due (\$288 x Quantity)..... \_\_\_\_\_

Date for Recreation Pass to Become Effective..... \_\_\_\_\_

- **Payment Options**

\_\_\_ Check for Annual Amount (Payable to the City of Troy)

\_\_\_ Credit Card for Annual Amount (Master Card or Visa)

Name on Credit Card: \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Exp Date \_\_\_\_\_

CVV# \_\_\_\_\_

On behalf of the corporation listed above, I hereby release the City of Troy from all liability for damages and injuries, whether foreseeable or not, sustained by employees or guests of this corporation while participating, watching or traveling to or from the facility. I agree to the terms and conditions of the facility policies. I understand and agree that each individual shall be required to sign a waiver of liability and release of the City of Troy at the time they sign in at the Community Center and that use of the Corporate Pass will be denied without a signed waiver and release from each individual.

**Authorized Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

OFFICE USE ONLY				
Date Processed _____	Processed By _____	Cards Issued _____	Amt Paid _____	8/24/16

# Corporate Recreation Pass Information

**Eligibility:** Any business or non-profit association located within the City of Troy can qualify for the corporate recreation pass program. Eligible entities must submit a letter signed by the president, CEO or human resource manager on company letterhead.

## Price

1. A minimum of 10 recreation passes must be purchased and remain active.
2. The corporation will be charged the non-resident employee fee of \$288 per year for each recreation pass.
3. There are no refunds on pass fees.

## Corporate Recreation Pass Features

- The Recreation Pass allows unlimited use of the recreation areas (pool, gymnasium, fitness rooms and locker rooms) during “open use” times (posted quarterly).
- The Recreation Pass is transferable and may be used by any employee of the designated corporation.
- Discount pricing for child care service is available upon presentation of a Recreation Pass.

## Enrollment Procedures

1. Complete the Corporate Pass Application and include a letter on company letterhead (signed by president, CEO or human resource manager)
2. Make appropriate payment.
3. Recreation passes will begin on the date requested.
4. A minimum of 10 recreation passes will be issued to the corporation.

## Facility Usage Procedures

1. Upon visiting the Community Center, each corporate pass holder must display the recreation card and sign a waiver at the Control Desk.
2. Corporate pass holders may sponsor a guest for the daily guest pass rate. Children under 3 are free.
3. There is a \$2 fee to replace a lost recreation card.
4. Daily use lockers are recommended and available in all three locker rooms. Combination locks are available for purchase (\$6) or member can use their own lock.

**For a complete list of rules and regulations, refer for Recreation Policies.**