

Radnor Activity Center

at Sulpizio Gym

FACILITY INFORMATION

The Radnor Activity Center at Sulpizio Gym (RAC) is an indoor gymnasium where members of the community can both rent the facility for their private usage and participate in a wide variety of programs organized by the Radnor Township Parks & Recreation Department. The building was part of the former Radnor Middle School and through a lease agreement with Radnor Township School District, the Township now manages the facility.

The building was named in honor of Louis J. Sulpizio, a former educator, coach, and administrator with Radnor Township School District. Mr. Sulpizio was born and raised in Wayne and was a graduate of Radnor High School. He joined the school district in 1951 and during his tenure, he taught history, coached all sports, and retired as the Radnor Middle School Assistant Principal in 1983.

The RAC is located at 125 South Wayne Avenue in beautiful downtown Wayne, directly behind Radnor Fire Company. Renovated in 2016, it is a full-size gymnasium facility offering a dynamic space for many forms of recreational programming.

Parking is available in the municipal lot across the street from Radnor Fire Company. Please do not park in the Fire Company parking lot. Parking in the Radnor Township School District parking lot is available during off-school hours only.



BIRTHDAY PARTIES

Host your child's birthday party at the RAC! Call 610-688-5600 for more information & details!

PROGRAMMING OPPORTUNITIES

Have a special skill or talent? Interested in creating and running a program at the RAC? Contact us at 610-688-5600 for more information!

GYM PERMITS

To obtain a permit for your use, please submit the Radnor Activity Center Usage Application prior to your requested date along with the applicable fee.

FEES*

GROUP 1: Radnor Residents/ Radnor Non-Profit Organizations or Programs.

Full Gym/Hour: \$60.00

GROUP 2: Non-Radnor Residents/Non-Radnor Non-Profit Organizations or Groups.

Full Gym/Hour: \$110.00

RAC Auxiliary Room Add-on Fee to Gym Rental: \$25.00 flat fee

*For the complete Fee Schedule, [click here](#).



INTERESTED IN RENTING?

Please call 610-688-5600 for date availability. Then, fill out and return the attached application and payment to:

Radnor Township Parks & Recreation
301 Iven Avenue
Wayne, PA 19087

Please make checks payable to Radnor Township. Major credit cards are accepted at the Radnor Parks & Recreation Office.

For more information and to check for availability, contact:

Radnor Township Parks & Recreation Department

301 Iven Avenue • Wayne, PA 19087 | www.radnor.com/recreation | 610-688-5600

RADNOR TOWNSHIP PARKS & RECREATION DEPARTMENT

301 IVEN AVENUE WAYNE, PA 19087-5297

610-688-5600 / www.radnor.com



RADNOR ACTIVITY CENTER AT SULPIZIO GYMNASIUM PERMIT USAGE APPLICATION

Name of Organization/Individual: _____

Address: _____ City: _____ Zip: _____

Contact Person: _____

Date(s) Requested: _____

Hours Requested: _____ Total Hours: _____

Estimated Attendance: _____ Age Range of Users: _____ % Township Residents: _____

Check All That Apply: ☐ Admission/Registration Fee Charged ☐ Fundraiser ☐ Other

Specific Purpose of Use: _____

Special Requirements or Equipment You will be Using - Please Elaborate: _____

IMPORTANT INFORMATION - The doors at Radnor Activity Center are programmed remotely for your opening/closing. You are accountable for your entire scheduled usage time at the facility. If you leave prior to the end of your scheduled usage, you will be held accountable for any damages/trespass that could occur to the opened facility. Please contact our staff immediately if you require an adjustment to your scheduled usage time (see below contacts). Please note that your scheduled usage allows for opening 15-minutes prior to your scheduled usage start time, if applicable. If you witness unauthorized entry or damage to the facility, **PLEASE DIAL 9-1-1 IMMEDIATELY!**

Names and contact of two (2) additional individuals representing the usage/on behalf of your group and who will accept responsibility for adherence to Township Regulations. If only one person applies, please indicate.

1. Name/Title: _____

Address: _____ City: _____ Zip: _____

Email(s): _____ Phone: _____

2. Name/Title: _____

Address: _____ City: _____ Zip: _____

Email(s): _____ Phone: _____

RECREATION DEPARTMENT CONTACT INFORMATION

Office Phone: 610-688-5600 Office Hours: Monday-Friday, 8 am to 4 pm

IF YOU HAVE QUESTIONS DURING YOUR SCHEDULED USAGE - PLEASE CONTACT THE FOLLOWING:

Tammy Cohen, Director - 610-564-3884 / tcohen@radnor.org
Bekir Altunbas, Program Supervisor - 610-308-9537 / baltunbas@radnor.org
Tracey Krum, Program Coordinator - 610-331-1433 / tkrum@radnor.org

IN THE EVENT OF AN EMERGENCY, PLEASE DIAL 9-1-1

IMPORTANT BUILDING INFORMATION

- Users must notify the Recreation Department if their usage is completed earlier than originally scheduled to ensure that the facility is locked.
- Damage discovered by staff after the scheduled usage period will result in an appropriate charge against the permitted group which would cover all related direct and indirect costs associated with the damages. Please report any damages discovered prior to your usage to the Recreation Department or call 9-1-1 if severe.
- Doors must be kept closed at all times. If you prop the door open for any reason, the alarm will sound and the police will be notified.
- Do not drag tables, chairs or other heavy objects; take care not to scratch the gymnasium floor.
- The gym must be left in a clean and orderly fashion. All chairs, tables, and other equipment must be returned to the proper storage areas. Lights must be turned off and trash placed in the appropriate containers.
- Non-marking shoes ONLY are permitted in the facility.
- If the building does not unlock for your scheduled time, please contact the Recreation Department (see list of contacts on front page).
- User entrance/exit checklist must be completed and returned in the drop box located at the facility entrance.
- Violation of these rules will result in termination of the Permit Usage Agreement and any future permits.
- For all emergencies dial 9-1-1.
- Please bring a first-aid kit, including ice packs and an AED, with you to the facility during your rental. These items are not provided.
- All health and safety policies must be followed.
- Parking is not permitted at Radnor Fire Company for any reason. This is a safety zone and must remain clear. Please park in the municipal parking lots.
- Radnor Township is not responsible for lost, stolen, or damaged property.
- The Director of Recreation reserves the right to supersede any of the above policies and procedures or institute new policies and procedures as deemed necessary to protect the rights of the residents/users and the integrity of the facility.

I have read and I agree to abide by the rules provided above in connection with my usage of the Radnor Activity Center.

PLEASE INITIAL: INITIALS: _____ DATE: _____

PROHIBITED BEHAVIORS/MATERIALS

- Unaccompanied minors under the age of 18.
- Alcoholic beverages, drugs, tobacco, weapons, and open flames are strictly prohibited inside the facility and on the grounds.
- Threatening, intimidating, or harassing behaviors, profanity or vulgar language directed towards anyone.
- Vandalism, graffiti or any defacing of the facility.
- Tampering with facility equipment or controls.
- Hanging, climbing, and pulling on the basketball nets/ rims and facility bleachers is strictly prohibited.
- Nails, staples or tacks on walls, floors or bleachers.
- Sliding tables, chairs, and other equipment inside the gym along the floor.
- Gum, food, or drinks. Exceptions will be made for specific activities by permit (e.g., birthday parties which must be kept in the adjacent room).
- Glass containers of any type.
- Bubbles, confetti, and glitter are prohibited.
- Pets - Exceptions are for guide/assistance dogs.
- Bikes, scooters, skateboards, rollerblades, skates and shoes with wheels.
- Dress shoes, marking-sole shoes - only rubber-soled, non-marking shoes/athletic shoes are permitted.

Violation of any of the above policies will result in your immediate dismissal from Radnor Activity Center along with the termination of your current usage permit and any future usage permits.
Please advise that Radnor Activity Center is under 24-hour video camera surveillance!

I have read and I agree to abide by the rules provided above in connection with my usage of the Radnor Activity Center.

PLEASE INITIAL: INITIALS: _____ DATE: _____

EVERY USER MUST PROVIDE A SIGNED LIABILITY RELEASE.

LIABILITY RELEASE

"In consideration of permission to use the above listed court/facility, I, in my representative capacity, for the above specified organization/team/club/league/group/sport, and for its successors, representatives, insurers, and assigns do":

1. release and discharge Radnor Township, its successors, representatives, employees, agents, volunteers, assigns, and insurers, from any and all claims of liability and causes of action in law and in equity, arising in any way from our use of the above listed court/facility;
2. release and discharge any and all right of and claims for contribution, indemnification, and subrogation, by whatever term called, against Radnor Township, its successors, representatives, employees, agents, volunteers, assigns, and insurers, arising in any way from our use of the above listed court/facility; and
3. agree to indemnify, defend, and hold harmless Radnor Township, its successors, representatives, employees, agents, volunteers, assigns, and insurers, for any and all losses, claims, demands or causes of action, and any damages, judgments, fees, expenses, costs (including interest) of any nature whatsoever arising in any way from our use of the above listed court/facility.

Signature - Officer of Organization/Group

Date

Printed Name - Officer of Organization/Group

Date

**ALL ORGANIZATIONS, INSTITUTIONS, AND BUSINESS GROUPS MUST PROVIDE A
CERTIFICATE OF INSURANCE ACCEPTABLE TO THE TOWNSHIP, NAMING RADNOR
TOWNSHIP AS AN ADDITIONAL INSURED.**

CERTIFICATE OF INSURANCE

I, as the representative of the organization/team/club/league/group/sport seeking usage of Radnor Activity Center at Sulpizio Gymnasium, acknowledge that the organization/team/club/league/group/sport is responsible for securing a Certificate of Liability Insurance acceptable to the Township, naming Radnor Township as an additional insured. I, as the representative of the organization/team/club/league/group/sport, further acknowledge that the lack of filing such a Certificate of Insurance shall result in the denial of permission for court/facility usage, procurement of a permit and/or forfeiture of a permit or any permission received.

I, as the representative of the organization/team/club/league/group/sport, further acknowledge that the organization/team/club/league/group/sport will be responsible for any damages to the facility/court/equipment arising in any way from our use of the above listed court/facility.

I, as the representative of the organization/team/club/league/group/sport, agree to make sure the area is cleaned up and in good condition for the next group and to notify Radnor Township at 610-688-5600 immediately of any damages or concerns.

Signature - Officer of Organization/Group

Date

Printed Name - Officer of Organization/Group

Date

RADNOR ACTIVITY CENTER AT SULPIZIO GYMNASIUM - ENTRANCE/EXIT CHECKLIST

MUST BE RETURNED UPON COMPLETION OF YOUR USAGE

PLEASE RETURN THIS COMPLETED FORM

Please use this form to verify that all items have been addressed and that the gym was/is in a safe and clean condition before/after your usage. If for any reason these items are not completed in satisfactory manner, it will result in the appropriate charges against the permitted group. Please complete this form and return it to the drop box located inside the gym entrance area or email it to the Recreation Department staff members at recreation@radnor.org immediately after your usage.

Name of Organization/Individual: _____

Usage Date(s): _____ Time: _____

<u>GYM ENTRANCE/EXIT CHECKLIST</u>	ENTRANCE	EXIT	<u>VERIFIED BY:</u> (ADMINISTRATIVE USE ONLY)
Check for Vandalism/Damages			
Equipment to Storage			
All Trash to Trash Cans			
Gym Floor			
Bleachers			
Bathrooms			
Tables/Chairs Clean			
Lights Off			
All Doors locked			
Other -			

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