



Eagle Pointe Recreation Center SWIMMING POOL PARTY REQUEST FORM

Date RCV'D:
Staff Initials:

APPLICANT & RENTAL INFORMATION:

FIRST & LAST NAME OF RENTER: <i>(must be at least 21 years old)</i>		Birthday Child's Name:	
BIRTHDATE OF RENTER <i>(MM/DD/YYYY)</i>		CONTACT NUMBER:	
____/____/____		EMAIL ADDRESS:	
STREET ADDRESS:		CITY:	
		STATE:	
		ZIP:	
REQUESTED PARTY DATE			
SATURDAY 12-2PM or 3-5PM Date: ____/____/____		SUNDAY 11AM-1PM or 2-4PM Date: ____/____/____	
PACKAGE OPTIONS		RESIDENT FEES	NON-RESIDENT FEES
<input type="checkbox"/> Option A	INCLUDES 15 SWIMMERS, 4 TABLES, SEATING FOR 24, AND MAX ROOM CAPACITY OF 30 PEOPLE.	\$85	\$120
<input type="checkbox"/> Option B	INCLUDES 15 SWIMMERS, 4 TABLES, PLACE SETTINGS FOR 24, DECORATIONS AND MAX ROOM CAPACITY OF 30 PEOPLE.	\$120	\$150
DECORATION PACKAGE OPTIONS <i>(for upgraded room selection only)</i>			
Traditional Package (Pink) <input type="checkbox"/>	Traditional Package (Blue) <input type="checkbox"/>	Traditional Package (Primary Colors) <input type="checkbox"/>	

*Additional swimmers may be purchased the day of the party. Fees are \$1.50 for 17 and under / \$2.50 for 18 and older.
 Decoration packages include tablecloths, plates, cups, napkins, forks, and a balloon bouquet. Fees do not include tax.*

PLEASE REVIEW AND INITIAL ALL POOL PARTY REQUEST AND CANCELLATION POLICIES

POOL PARTY REQUEST POLICIES:

Initials: _____

1. Requests must be submitted at least two (2) weeks prior to the date requested and will be considered on a first-come, first-serve basis.
2. Completion of this form is a request only. Once your request form is received, you will be contacted by a member of the aquatic staff to discuss availability of your request date and further steps.
3. Requests are reviewed on a weekly basis; please allow 3-5 business days for processing.
4. Room rentals for pool parties are Saturdays, 12-2pm or 3-5pm, and Sundays from 11am-1pm or 2-4pm.
5. Guests may stay and swim after the rental is over however, all items must be cleared from the room by the specified end time for the rental.
6. Pool Party rentals will not be considered final until request is approved, rental agreement is signed and full payment is collected.
7. Rentals fees are due in full at time of booking.
8. Alcohol is not permitted for any pool parties.
9. Use of personal decorations is permitted. Guests may access the room 30 minutes prior to the start of the party. Confetti, glitter, and thumbs tacks are NOT allowed. Decorations may be hung with blue painters tape or command hooks only.
10. All guests of the party are expected to follow all facility and pool rules. Rental applicant is responsible for conduct of guests and condition of room. Any guest whom refuses to comply will be removed from the facility and any damage costs will be billed to the Renter.
11. **CANCELLATION POLICY:** All cancellations received at least 7 days prior to the scheduled party date will be granted a full refund minus a \$10 administration fee. Cancellations received 6 days or less from the rental date will result in a 0% refund for the renter.

**PLEASE REVIEW POOL RULES ON OPPOSITE SIDE
 RENTER MUST INITIAL, SIGN & DATE - - - >>>**

Pool Rules

Initials: _____

- **Instructions from the lifeguard must be obeyed at all times**
 - Please be courteous. Foul language, horseplay, fighting or abusive behavior will not be tolerated.
- **Proper swim attire is required.**
 - Basketball shorts, other sportswear, cotton, or any other clothing that is not specifically made for use in a swimming pool is prohibited.
 - Personal safety devices must be removable and non-inflatable. Water wings, floatation suits, and swim trainers are not allowed.
- **Age requirements**
 - Children age 5 and younger must be accompanied in the water and remain within arm’s reach of an adult, age 18 or over, at all times.
 - There must be one adult in the water per every 5 children between the ages of 6 and 11.
 - Children age 12 and older may swim without adult supervision.
 - A swim test must be passed by any patron wishing to swim in the deep end, regardless of age.
 - Children who are not toilet trained must wear swim diapers.

Additional Guidelines

Initials: _____

- The therapy pool is for therapeutic needs only and will not be available for children and party guests.
- You must be at least 54in tall to ride the slide.
- No double riders; Parents may not catch children at the bottom of the slide.
- Please do not enter the lobby/hallway areas wet or without shoes.
- Changing clothes on deck is prohibited. Please use locker rooms to change into swim attire.
- Acceptable personal pool equipment includes noodles, kickboards, beach balls, dive sticks, other soft balls, and infant inflatables with a seat in the bottom; however use of all items is up to the discretion of the lifeguard.
- Flotation devices (excluding lifejackets) are not allowed in any area where the user cannot touch the bottom of the pool.
- Please do not play on, around, or under the ramp.
- Use of facility aquatic equipment is not allowed during open swim times.
- Diving allowed in 9ft area only
- No Running.
- All swimmers must shower before entering the pool area.
- Food, gum, alcohol, and glass containers are not allowed in the pool area. Drinks in sealable, spill proof containers are permitted.

Applicant’s Signature: _____

Date: _____

***Request forms may be faxed, emailed, or physically submitted to the location of your party request.
For questions, or further information, please call either number provided below.***

**Eagle Pointe Recreation Center
6060 E. Parkway Dr
Commerce City, Co. 80022
Ph: 303-289-3711
Email: slawry@c3gov.com
Fax: 303-289-3783**

- RECREATION/AQUATIC STAFF USE ONLY -

<input type="checkbox"/> APPROVED	Rental Date:	Time:	Room(s):	Package:
<input type="checkbox"/> DECLINED				