

Norwood Community Swim Club

Private Party Rules/Procedures

The regular pool rules apply for private parties. If you don't have a copy, please ask a guard for one.

The following rules also apply:

1. Members must be on site for the duration of the party and are solely responsible for the actions of their guests.
2. You may have decorations under the following conditions:
 - You watch to make sure nothing blows into the pool, and make sure it gets removed if it does.
 - You remove all decorations at the end of the party.
3. If you empty a propane tank, advise a guard to make a note of it.
4. Please pick up all your garbage and put in garbage cans.
5. Please NO WATER BALLOONS anywhere on pool grounds!

Guest Policy:

Each membership can bring a maximum of 6 guests to the pool per day without the need for private party reservations. Members must be at the pool the entire time with their guests and are responsible for all actions of their guests. If you have more than 6 guests at one time you must obey the Private Party Policy Rules. All non-member guests must pay the \$3 fee regardless of age or if they will be swimming.

Private Party Policy:

There are 3 classifications of parties:

1. Party during pool hours
2. Party not during pool hours
3. Overlap party

1. Party during pool hours: A party reserved during pool hours is subject to the following rules:

- A \$20 check deposit and reservation form must be filled out and filed with the pool manager to hold the space on the calendar. Party can be up to 3 hours long.
- The fee for the party is \$20 plus \$3 for every non-member guest regardless of if they will be using the pool.
- Each guest must sign in. Member will make guards aware if the guards should collect guest fee's or if the member will be paying for all the guests at one time.
- Fees are to be paid at the time of party and not subtracted from deposit.
- There is a maximum of 20 non-member guests allowed for a party during pool hours.
- Use of 2 barbeques, 2 picnic benches, refrigerator and freezer for the duration of the party.
- Cancellations are fully refundable if made 24 hours in advance
- Deposit will be returned after party as long as all fees have been paid, party has been cleaned up, and no damage recorded.

2. Party not during pool hours:

- A \$50 check deposit and reservation form must be filled out and filed with the pool manager to hold the space on the calendar.
- The fee for the party is \$50 per hour. If there will be more than 30 people under the age of 21, a third life guard is required. There will be an additional \$25 charge per hour for the third guard.

- Party fees are to be paid at start of party and not subtracted from deposit.
- There is a maximum of 100 people for a party not during pool hours.
- Full use of picnic area and kitchen. It is the member's responsibility to clean kitchen and BBQ area if they are used.
- Cancellations are fully refundable if made 24 hours in advance
- Deposit will be returned after party as long as all fees have been paid, party has been cleaned up, and no damage recorded.

3. Party during both pool hours and non-pool hours: A party may start one hour prior to pool closing or last one hour into the pool opening. The rules and fees for this type of party are as follows:

- A party may start one hour prior to pool closing or last one hour into the pool opening. For example, if the pool closes at 8pm you could start a party at 7pm and go until 10 pm, or if the pool opens at noon, you could have a party from 10-1.
- A \$50 check deposit and reservation form must be filled out and filed with the pool manager to hold the space on the calendar.
- The fee for the party is \$3 per non-member guest (regardless of if they will be using the pool) plus \$50 per hour for non-pool hours. If there will be more than 30 people under the age of 21, a third life guard is required. There will be an additional \$25 charge per non-pool hour for this service. For example; a party starts at 7pm (pool closes at 8pm) and goes until 10pm. There are 50 people (30 are guests, 35 are under the age of 21). The cost would be: \$90 guest fees (30 x \$3) + \$150 (\$50 hour x 2, plus \$25 and hour x 2 for the additional guard) = \$240
- Fees are to be paid at start of party and not subtracted from deposit.
- There is a maximum of 100 people for a party not during pool hours.
- Cancellations are fully refundable if made 24 hours in advance
- Deposit will be returned after party as long as all fee's have been paid, party has been cleaned up, and no damage recorded.

Member's Name: _____ Phone #: _____

Type of party (circle one): pool hours non-pool hours overlap

Date of Party _____ Time _____

Estimated number of people attending: _____ Members _____ Non-members _____

Number of people under the age of 21: _____

By signing below I state that I have read and agree to all Norwood pool rules including those above.

Members signature: _____

Deposit Paid _____ Date Paid _____ Check # _____

Total Fees Paid _____ Date Paid _____ Check # _____

Pool Manager Signature _____

