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DALEVIEW PARTY REQUEST

Confirmation Pending Availability, Manager's Signed Approval and Confirmation with Member

On Duty Guard ONLY - Fill This Section Completely:

MEMBERS DO NOT FILL OUT TOP PORTION

Date Received: _____ Date/Time Available: Yes No Additional Guards Needed: Yes No

Sent to Alicia: Yes No Date: _____ Confirmed Request with Member: Yes No _____

Date & Mgr Initial

Total Guests: _____ + Lifeguard Fee (listed below) _____ Check/CC for \$ _____ Attached: Yes No

Members – Fill This Section Out Completely:

Member Name: _____

Phone Number (s): _____ Email: _____

Day and Date of Party: _____ Time Party Begins: _____ Ends: _____
(Parties must end at least 30 minutes before pool closes)

Number of Daleview Members - Adults: _____ Children: _____ Non-Daleview - Adults: _____ Children: _____

Required Fees

A fee of \$6 per person for all non-Daleview members aged 3+. A fee of \$30 per guard per hour applies to parties of 20 or more. If more than 20 guests arrive at the party, YOU WILL BE RESPONSIBLE FOR A \$30 PER HOUR LIFEGUARD FEE, AS A GUARD WILL BE CALLED ON DUTY, so please make sure you have the most accurate non-Daleview guest count when reserving.

Non-Daleview

Guests: _____ x \$6 = \$_____ + Guards (1/20 total non-member guests): _____ x Hours: _____ x \$30 **Total Due: \$ _____**

Guidelines

- **Party requests:** Reservations are on a first come, first serve basis and subject to pool manager approval. For **parties for 5-19 guests**, you must fill out a form. To request a party for **20 or more people**, submit a completed form **at least 2 weeks before your party date to the pool manager** during normal pool hours. If you are submitting your request before the pool opens for the season, email party details to the Board at daleviewpool@gmail.com.
- **When parties can be held – times and dates:** No parties held over holidays or holiday weekends (Fri- Mon) Memorial Day, 4th of July and Labor Day. No parties scheduled during Daleview swim team meets. Check the Daleview event calendar for conflicts at <http://www.daleview.org>
- **Party Guest Privileges and Responsibilities:** Host members are responsible for the conduct of their guests. Guests must be met by an active member at the sign-in desk. Guests must follow all Daleview rules. Daleview members must show badges upon check in at front desk.
- **Supervision:** For parties with children under 10 years old, there must be at least one (1) adult chaperone for every five (5) children. The host is responsible for inquiring and determining whether any of the guests are not water safe and any such children must be supervised and accompanied by an adult in the water at all times. **Chaperones are required to accompany non-swimmers in the water.** To be water safe, a child must be able to swim one length of the pool and be able to tread water for sixty seconds.
- **Facility Use and Restrictions:** **Be considerate of other members and only use picnic tables to eat. Large parties of 20+ must use picnic tables near pizza oven during peak periods (Fri/Sat/Sun lunch and dinner time).** Use of grills and picnic tables are based on a first come, first serve basis. Glass containers are NOT permitted on pool grounds. The host must ensure that no alcohol is consumed by persons under 21. Host must leave the pool area in the condition in which it was found: litter free, decorations removed, all trash put in container and all tables and chairs returned to their original positions.
- **Fees:** Total guest fee will be calculated the day of the party. Lifeguard fee cannot be recalculated the day of the party if guest count is lower than originally submitted, as guards have already been hired. Credit card and checks accepted – sorry, no cash payments.

Member Signature

Date of This Request

Manager Signature

Approval Date