

## NSGB Morale, Welfare, and Recreation Windjammer Pool –Private Rental Contract

This agreement established by the MWR Department and the person/Command agreeing to contract terms is effective and validated when signed and dated by both parties. Payment in full is due at time of reservation; no ‘penciling in’/holds. The facility can be rented only after normal operating hours on Saturday evenings, with a minimum 2-hour rental. During this rental time you have access to the big pool, wading pool, restrooms, and pavilion/park. Any off-limits/secured areas must be respected.

**The rental fee must be paid in full at the time of scheduling to “lock-in’ the date; please pay at Denich Gym.**

### 1. Reservation and Payment Procedures:

- Two week minimum advance notice/rental reservation for any party is required  
*Rentals are made on a 1<sup>st</sup>-come, 1<sup>st</sup>-served basis; no phone or email reservations, no ‘penciling in’ or holding dates without payment*
  - ◆ Full fee must be paid at time of scheduling to reserve the date.
  - ◆ No additional patrons beyond the maximum paid for will be allowed under any circumstances. This total includes any/all non-swimmers in the pool area; anyone inside the facility during after-hours pool party rental counts towards total patron count, regardless of age/use, or not swimming.
  - ◆ Lifeguards will count patrons in the facility, and if over capacity as per rental agreement, patrons may be denied entrance or asked to leave. This is due to CNIC staffing ratio requirements & patron safety; we cannot ‘add’ more Lifeguards less than 72 hours prior to or on the evening of the party rental if more attendees show up than planned & paid for.

### 2. Pool Party Rental hours & fees:

#### **Saturdays, 7:30-9:30 pm, or 7:30-10:30 pm**

**Please note: No ‘early’ entry during normal pool operations,** as prior to after-hours rentals, the pool must be cleared, cleaned, closed, and required safety checks conducted after recreational swim hours end, prior to re-opening for private use.

A maximum 4 people may enter at 7:15pm for any set-up/decorating if needed; attendees may only enter beginning at 7:30.

All patrons will be cleared from the water 15 minutes prior to end of party time, to allow time for changing, cleanup & exiting.

#### **Cost and Fees:**

(ALL patrons entering the pool area count towards patron count, regardless of age or swimming or not).

2 hour rental minimum rental time required.

#### **2-hour rentals (7:30pm-9:30pm)**

2A). \$100.00: 2 hours, **up to 40 people**; includes use of pool, wading pool, pavilion, & required Lifeguard-certified staff.

2B). \$150.00: 2 hours, **up to 60 people**; includes use of pool, wading pool, pavilion, & required Lifeguard-certified staff.

2C). \$200.00; 2 hours, **up to 80 people**; includes use of pool, wading pool, pavilion, & required Lifeguard-certified staff.

#### **3-hour rentals (7:30pm-10:30pm)**

3A). \$150.00: 3 hours, **up to 40 people**; includes use of pool, wading pool, pavilion, & required Lifeguard-certified staff.

3B). \$200.00: 3 hours, **up to 60 people**; includes use of pool, wading pool, pavilion, & required Lifeguard-certified staff.

3C). \$250.00; 3 hours, **up to 80 people**; includes use of pool, wading pool, pavilion, & required Lifeguard-certified staff.

Pool party limits/max. attendees total includes non-swimmers in the pool area; anyone inside the facility during after-hours pool party rental counts towards total patron count, regardless of age/use. At times, pool party dates may have attendee limits due to staffing constraints. Use of picnic tables outside of women’s bathroom is included; pavilion on other side of pool is accessible via the pool only, the pavilion parking lot gate will not be unlocked..

### 3. Cancellation and Refunds (not caused by pool operations or weather; by contractor choice):

73 hours + prior                    100%    Refund

25 – 72 hours                        50%     Refund

24 hours or less                    00%     Refund

**PLEASE NOTE: Any abuse of staff, facility and/or policies will result in expulsion and forfeiture of all fees paid.**

### 4. Inclement weather:

Lead Lifeguard on duty will constantly evaluate the weather conditions.

◆ Cancellation of party (by the Lifeguard staff on duty) prior to start: = 100% refund.

◆ Cancellation of party (by the Lifeguards on duty) during the party: = Fee is prorated based on hours of use, as determined by Staff.

**POOL PARTY RENTAL CONTRACT –**

**Please bring this receipt the night of the party; show to designated Lead Lifeguard on Duty**

Contractor: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

SPONSOR’s Command: \_\_\_\_\_ Work Phone: \_\_\_\_\_

POC email: \_\_\_\_\_ Day & Date of Event: **Saturday,** \_\_\_\_\_

Type of party (circle one): children/family      adult      command event      other

**Party Rental - check one:**

2 hours: 7:30pm-9:30 pm

A  2 hours, **up to 40 people** = \$100.00

B  2 hours, **up to 60 people** = \$150.00

C  2 hours, **up to 80 people** = \$200.00

3 hours: 7:30pm-10:30 pm

A  3 hours, **up to 40 people** = \$150.00

B  3 hours, **up to 60 people** = \$200.00

C  3 hours, **up to 80 people** = \$200.00

*(ALL patrons entering the pool area count towards patron count, regardless of age or swimming or not).*

Windjammer pool’s Facility Rules and Regulations apply during pool party rentals. For a complete set of Pool & facility policies, rules, and regulations, please ask the Lifeguards on duty.

- ◆ Active Duty party contractor must be at least 18 years of age; ‘civilian’ contractor must be at least 21 years of age; dependent children are not authorized to schedule private pool party rentals.
- ◆ Party contractor is responsible for the overall cleanliness of the pool deck area, pavilion area and bathhouses.  
*Not cleaning up prior to departure will result in the contractor being charged a \$50.00 minimum cleanup fee; party contractor’s Command will be contacted regarding payment.*
- ◆ Any decorating must be done at contractor’s own time/expense during party rental time; 4 persons max. may enter the facility **no earlier** than 7:15pm for decorating/set-up. Entry to the pool party is via the Bathhouse side gate only, not the pavilion gate. Exterior parking-lot-side pavilion gate will be locked to ensure no others, other than your invited attendees, come into the facility
- ◆ Party contractor is responsible for damages to pool property and will be billed for any damages as determined by repair or replacement cost or required repair fees.
- ◆ The contractor is responsible for all pool party attendees and their actions.
- ◆ The pool does not have music devices or public address system for pool party use - patrons must supply their own music and/or PA system, and any music devices (iPod with speakers, boom-box, stereo system, DJ) must adhere to base noise regulations and are subject to volume control by the Lifeguard supervisor on duty.
- ◆ The pool does not have refrigeration available (refrigerator, coolers, etc.) for use by pool party patrons; we cannot store ‘cold’ items prior to or during parties; patrons must supply their own means of keeping food and cannot use staff refrigerator.
- ◆ No smoking in the facility/on pool deck. Smoking is permitted outside the pool fencing near the parking lot only.
- ◆ No eating or drinking in the pool area; food and beverages must be consumed outside in the picnic area.
- ◆ No alcohol in the pool area during private parties. Persons under the influence of alcohol / altering substances are prohibited from entering the water; unduly intoxicated persons will be asked to leave the facility.
- ◆ No glass containers of any kind allowed in the pool area. No exceptions!
- ◆ Pool will be cleared 15 minutes prior to rental end for cleanup, changing, & attendee required exit.
- ◆ All decorations must be taken down by the party patrons, the facility must be cleaned & cleared of all patrons as directed by the Lifeguards on duty; everyone must exit the facility as directed by the Lifeguards.
- ◆ Any furniture/equipment moved for the purpose of the party must be returned to its original spot.
- ◆ Swim tests are not administered during pool parties; if children under age 17 do not have their Navy Youth Swim License, they will not be permitted in the deep end or allowed to use the slides during the pool party, regardless of swimming ability.
- ◆ The lifeguards are responsible for your safety at all times – please respect and adhere to all lifeguards and their instructions.
- ◆ **Lifeguards have the authority to shut down any pool party that is out of control, in excess of allowable patrons, or if patrons continually disregard Lifeguard authority/instructions.**
- ◆ For any questions or concerns not addressed here, please see the Lifeguard or supervisor on duty.

Total \$ due: \_\_\_\_\_ Waiver signed \_\_\_\_\_  CC  Cash  Check# \_\_\_\_\_ Receipt # \_\_\_\_\_

*I have read & understand pool party rental contract rules and policies & agree to adhere to said policies.  
I accept the responsibility of all patrons and will ensure that all polices, rules, and regulations are followed.*

Signature - Contractor \_\_\_\_\_ Date: \_\_\_\_\_

Signature - Gym staff making reservation/taking payment \_\_\_\_\_ Date: \_\_\_\_\_