



CITY OF ROHNERT PARK
 COMMUNITY SERVICES DEPARTMENT
 5401 Snyder Lane
 Rohnert Park, CA 94928
 (707) 588-3456, Fax (707) 588-3444

CONTRACT # _____

DATE SUBMITTED _____

APPLICATION FOR USE OF MAGNOLIA POOL PRIVATE PARTY

STAFF NOTES

POOL PARTY USE FEES

- 1-25 Persons (\$120/hr.) (plus \$180 insurance flat fee)
- 26-50 Persons (\$130/hr.) (plus \$180 insurance flat fee)
- 51-100 Persons (\$140/hr.) (plus \$200 insurance flat fee)

APPLICANT INFORMATION

NAME OF APPLICANT : _____

ORGANIZATION OR PARTY: _____

ADDRESS: _____ CITY: _____ ZIP: _____

PHONE: _____ 2nd PHONE: _____ E-MAIL: _____

EVENT INFORMATION

TYPE OF EVENT: _____

Date _____ Arrival Time (setup) _____ Event Start _____ Event End _____ Departure (cleanup complete) _____ Total Hrs. _____

<p>EXPECTED ATTENDANCE:</p> <p>Total expected attendance _____</p> <p>Adults _____</p> <p>Children _____</p>	<p>FOOD AND DRINK:</p> <p>Will food/non-alcoholic beverages be served? YES NO</p> <p>If YES please describe: _____</p> <p>Will alcohol be served? YES NO</p>
<p>CLASSIFICATION INFORMATION:</p> <p>Is the event open to the public? YES NO</p> <p>Are you a 501(c) non-profit organization? YES NO</p> <p>Will tickets be sold or admission charged? YES NO</p> <p>Is the event a fundraiser? YES NO</p> <p>If yes, please describe _____</p>	<p>EVENT INFORMATION</p> <p>Will there be music at the event? No D.J. Live Recorded</p> <p><i>(Sound amplifying equipment requires and approved permit, forms are available in the Community Services Office)</i></p> <p>Do you plan to use any type of inflatable bounce house or similar equipment Yes No</p> <p>If yes, please name the provider _____</p>

DEPOSIT/PAYMENT INFORMATION

For Staff Use

Damage Deposit _____ Payment Method _____ Date _____ Receipt# _____

Deposit Refund Instructions _____ Deposit Refunded _____

Fees Paid _____ Date _____ Receipt# _____

POOL RENTAL PROCEDURES AND RULES

1. Magnolia Pool can only be rented for private parties on Saturdays from 4:15pm to 9pm and Sundays from 10am to 6pm between June 16 and August 12, 2018.
2. Private pool rentals must be made at least two weeks in advance.
3. Pool rentals must be a minimum of two hours (including set up and clean up).
4. Insurance is required. It can be purchased from the Community Center for \$180 or \$200 (depending on size of party).
5. Reservations for private pool rentals must be made in person between 8:30am and 4:30pm, Monday-Friday at the Rohnert Park Community Center, 5401 Snyder Lane.
6. The refundable deposit of \$100 is due at time of application submission.
7. All cancellations made at least two weeks prior to event will be refunded in full minus a \$25 processing fee. Cancellations made less than two weeks prior to event will forfeit 50% of rental fees paid.
8. In the event of severe weather, the individual organizing the party has until 5pm the day before the event to reschedule or cancel. Refunds due to weather will be charged a \$10 processing fee.
9. Sound-amplifying equipment requires an approved permit which must be submitted two weeks (10 working days) prior to the reservation date. Forms are available at the Recreation Department. Amplified sound is NOT allowed in parks adjacent to schools during school hours.
10. Groups renting party jumps must note it on their application. Companies providing the jump must have liability insurance on file with the City of Rohnert Park naming the City as an additional insured.
11. NO GLASS CONTAINERS OR ALCOHOL ARE ALLOWED IN THE POOL AREA.
12. It is the responsibility of the individual conducting the party to clean up and have guests vacated from the premises by the designated end time.
13. Smoking of any kind and possessing/drinking alcoholic beverages is strictly forbidden on pool and park property.
14. Anyone with open cuts, wounds or viral infection will not be permitted in pool.
15. Babies must wear swim diapers to be in pool.
16. It is the responsibility of the individual conducting the party to bag and dispose of all party trash.
17. Proper pool attire must be worn by everyone swimming; denim material clothing is not permitted in the pool.
18. General pool rules must be followed by all party participants. See sign at pool or ask for a copy of written rules.

**Management has the right to refuse admittance to anyone.
Pool staff has the authority to determine if guests are adhering to rules & regulations.
Anyone not following rules will lose pool privileges without refund.**

HOLD HARMLESS AGREEMENT

The applicant shall save, keep and hold harmless the City, its officers, agents and employees and volunteers from all damages. Costs or expenses in law or equity that may at any time arise or be set up because of damages to property or personal injury received by reason of or in the course of applicants use of City facilities or equipment including but not limited to, claims for damages for death, personal injury, property damage, which he or any organization of which he is a member, may have or that may hereafter accrue to him or his organization, as a result of the use of these facilities which may be occasioned by any willful or negligent act or omissions of the applicant, any of the applicant's employees agents, volunteers or any subcontractor. The City will not be held liable for any accident, loss, claim, liability, damages and/or injury to persons and property that in any way may be caused by or during applicants use or occupancy of said areas and/or facilities.

PRINT NAME: _____ SIGNATURE _____
The undersigned who is to be in charge of this function is twenty-one years of age or older

With my signature below I certify that I am over 21 years old and agree on behalf myself and any organization I am representing that I have read and understand all of the policies laid out on this form and will abide by all of the policies and conditions of use set forth by the City of Rohnert Park for facility use.

Signature

Date

Printed Name

Contract #