



# BLOOMFIELD POOL PARTY CONTRACT

## POOL PARTY COORDINATOR Information

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ (h) \_\_\_\_\_ (c)

Address: \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

## Event Information

Event Description \_\_\_\_\_ Guest of Honor \_\_\_\_\_

Time of Event (START) \_\_\_\_\_ (END) \_\_\_\_\_

Date of Event: \_\_\_\_\_ Day of the Week:  Sun  Mon  Tue  Wed  Thurs  Fri  Sat

### Evening Party: Private Pool Party = Entire Facility

- 1- 50 attendees Rental Fee = \$175.00
- 51 – 75 attendees Rental Fee = \$195.00
- 76-100 attendees Rental Fee = \$215.00
- 101+ attendees Rental Fee \$265.00

*\*Due to **Indiana regulations**, the number of guests represents the total number of people that are attending your party, **NOT** the number of people who are actually swimming. All attendees are considered potential swimmers and therefore appropriate staff must be on-site.*

### FOR INTERNAL USE ONLY

\$75 Deposit Amount: Paid On: \_\_\_\_\_ Form of Payment: \_\_\_\_\_ Received By: \_\_\_\_\_

Payment Amount: \_\_\_\_\_ Paid On: \_\_\_\_\_ Form of Payment: \_\_\_\_\_

Received By: \_\_\_\_\_ Reminder Call By: \_\_\_\_\_ Date: \_\_\_\_\_

Deposit can be applied towards final amount due at time of event, if the grounds are found to be in good condition:

# POOL SAFETY & RULES:

1. No one may enter the water before the Lifeguards have given permission. Swimming starts at a designated time and **NOT** earlier.
2. All swimmers **MUST** wear appropriate swimwear attire to go into the pool(s).
3. Disposable diapers are not allowed in the pool. Swim diapers are **REQUIRED** for all children 3 years old and younger, and for everyone not potty trained. **NO EXCEPTIONS!!**
4. Deck activities, games and/or toys must be **PRE-APPROVED** and finalized by the Bloomfield Pool manager 5 days in advance of the party. **SAFETY FIRST!**
5. Parents are to supervise their child/children at all times. Children age 5 and under must be accompanied by an adult in the water. Only children age 5 and under may swim in the baby pool.
6. We reserve the right to refuse the pool to anyone who does not conduct themselves in a safe manner or does not conform to the pool safety rules. The guards have the right to limit the number of people in the pool or to shut down the party if the guests are out of control.
8. All guests must depart the pool premises within fifteen (15) minutes prior to the party ending time to allow for clean up.
9. The Pool Party Coordinator hosting the party may not leave the premises until all guards are ready to leave and have locked the gates.

## PARTY PROCEDURES & REQUIREMENTS

### ***Scheduling:***

Pool parties are booked on a first come, first serve basis. Pool party times are for a 2-hour maximum. Evening pool parties can be scheduled any night except Special Event Nights.

### ***Deposit:***

A \$75.00 deposit is due at the time of booking. The deposit is used to guarantee your reserved date and also serve as a cleaning/damage deposit. If everything is clean and in working order, the deposit check will be returned to you after management has inspected the grounds, usually within 24-48 hours after the party. It can also be applied towards any balance due based on guests' attendance. The deposit should be a separate payment from the rental fee.

### ***Rates & Fees:***

The rental fee **MUST** be paid to the Bloomfield Swimming Pool when the party is booked.

### ***Rescheduling:***

Prior notice of 48 hours will be required to reschedule the event. The rescheduled event must be within the current season. In the situation of **severe weather**, the party can be rescheduled and will be coordinated between pool manager and booking party.

### ***Cancellation Policy:***

The event must be canceled one week prior to the scheduled date to receive 100% of the Rental Fee & Deposit. If the party is canceled less than a week prior to the party, only the deposit will be refunded. In the event the pool is closed at the discretion of the pool management due to **severe weather** the Party Coordinator will be provided a rescheduled rain date, no refunds will be provided. In the event the Bloomfield Pool staff cancels the event prior to the start time, the Party Coordinator shall be reimbursed 100% of the Pool Party fee.

### ***No Shows:***

If Party Coordinator is a no show or does not call by time of the party starts the guards will be relieved of their duty and the Coordinator will **NOT** be refunded the Deposit or Fees for the party. Lifeguards will be available 30 minutes before a party & 30 minutes after a party.

### ***Set Up & Decorations:***

Pool Party Coordinator may arrive no more than one (1) hour prior to the start time to set up. The Coordinator hosting the party **MUST** be present before guests will be allowed in. *No confetti is allowed in the pool area.*

***Clean Up & Property Damage:***

The Party Coordinator is expected to clean up after their party. It is the Party Coordinator's responsibility to ensure that the grounds are left in good/working condition. The Party Coordinator will assist the guards with hosing down the deck and under the picnic area and ensure that all trash is removed from the premises. Any property damage will be the responsibility of the Party Coordinator. If the pool is left in good order, the **\$75.00 deposit** will be returned to you **AFTER** management has inspected the grounds (within 24-48 hours after the party) or applied to any remaining balance due based on attendance.

***Food & Drinks:***

Food & Drinks may be brought into the facility. No glass or ceramic containers are allowed. **SMOKING AND ALCOHOL ARE NOT PERMITTED ANYWHERE ON THE PREMISES PER TOWN ORDINANCE.**

***Liability Exemption:***

The undersigned Party Coordinator and their guests agree to indemnify and hold harmless The Bloomfield Town and Pool, its officers, agents, volunteers and employees from any and all claims or liability arising from or related to any act, failure to act, or negligence associated with any activity related to the use of the pool on the part of the Party Coordinator, any guests or entity acting on the Coordinator's behalf and further agrees to reimburse the Bloomfield Pool, its officers, agents and employees for all damages, costs and expenses including but not limited to the amount of any judgments or settlements and all attorney's fees, costs and expenses incurred in defending such claims.

By signing below, I am acknowledging that I have read, understand and will comply with all the event procedures, requirements; safety rules and agree to abide by and enforce them while renting the facility at Bloomfield Pool.

Party Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_