



Pool Party Reservation Form



Located on Arthur Morris Parkway
off Pitney Road

525 Fairview Avenue
Lancaster, PA 17603
(717)392-2115 x 147
FAX: (717) 392-8489
www.LancasterRec.org

Pool phone#: (717) 392-5533

Individual/Group/Organization: _____

Contact Person: _____ Day Phone: _____

Email Address: _____ Cell Phone: _____

Address: _____ Evening Phone: _____

Activity: _____ Rental Day & Date: _____

Party During Public Hours: _____ Estimated Attendance: _____ Rental Fee: _____

Private Party Time: _____ Estimated Attendance: _____ Rental Fee: _____

Rental fee of \$100 must be paid to secure rental date. Reservations made before Memorial Day must be paid at the Lancaster Recreation Commission during regular business hours (Monday-Friday 9 a.m.-5 p.m.). All reservations made after the pool opening date are handled at Conestoga Pines Pool during operation hours (daily 12-6 p.m.). Rental fee payments made at the pool may be in cash, check or credit card (Visa, Master Card or Discover). Rental balance of \$75 is due in **CASH only** the day of rental before 6 p.m. and before guests may enter pool.

Private Parties:

Swimming Time: 6-8 p.m. (everyone must be out of the water by 8 p.m.)

Facility Fee: \$100 + \$75 for 3 lifeguards/pool manager = \$175

Set-up can begin at 5:30 p.m.; Clean-up must end and everyone must exit the facility gates no later than 8:30 p.m.

Parties During Public Hours

Time: 12-6 p.m. 2 Picnic Tables Rental: \$20

Renter pays regular admission rates for each party participant:

\$6/adult, \$5/youth (ages 3-17), children 2 and under are free

Special Provisions: _____

I acknowledge that I have read, understood and agreed to comply with all rental guidelines and policies as listed on the back of this form, and am responsible for my group's compliance.

Signature of Rental Representative _____

Date _____

-OFFICE USE ONLY-

Facility Rental Fee Received \$ _____

Date _____

Form of Payment _____

Staff Signature _____

Date _____

General Guidelines & Policies

1. All reservations are considered tentative until we have received the pool rental fee payment and a signed copy of this agreement. Tentative reservation dates are forfeited if \$100 rental fee is not received within **24** hours. We reserve the right to accept or reject any applicant for any reason.
2. In the event of severe weather, the individual conducting the party has until 5 p.m. to reschedule or cancel the party. In order to receive a refund of your rental fee, you must contact the pool manager before 5 p.m. the day of your rental. Refunds will be mailed in the form of a check from Lancaster Recreation Commission to renter. If you begin your party and guests are asked to exit pool, or leave due to weather conditions, there will be **no refund of the pool rental fee.**
3. The individual conducting the party may arrive to set up at 12 p.m. (daytime party) or 5:30 p.m. (evening party).
4. It is the responsibility of the individual conducting the party to be cleaned up and have guests vacated from the premises by the designated end time.
5. All noise and music must be kept at a reasonable level. Music must be free from profanity and suitable for a family atmosphere.
6. Smoking of any kind and possessing/drinking alcoholic beverages is strictly forbidden on pool and park property.
7. No foul, offensive or abusive language will be tolerated.
8. Anyone with open cuts, wounds or viral infection will not be permitted in pool.
9. All groups must be chaperoned by a minimum of one adult for every 10 youth in attendance.
10. No additional admission fee may be charged to the rental guest.
11. Babies must wear swim diapers to be in pool.
12. It is the responsibility of the individual conducting the party to bag and dispose of all party trash.
13. Proper pool attire must be worn by everyone swimming. Jean material clothing is not permitted in the pool.
14. 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 and regulations.
Anyone not following rules will lose pool privileges without refund.

Conestoga Pines Pool Party

Party Organizers: _____ Date of Party: ___/___/___ Time of Party: _____
Rental Fee Received \$ _____ Date _____ Form of Payment _____
Staff Signature _____ Date _____