



Arden Manor Recreation & Park District
 1415 Rushden Drive, Sacramento CA 95864
 (916) 487-7851 x305 / kevin@amrpd.org / www.AMRPD.org

POOL FACILITY RENTAL APPLICATION

Applicants must be 21+ Years. Please complete application in its entirety or the permit process may be delayed.

Applicant Name:		Email:	
Address:	City:	State:	Zip:
Co-Applicant Name:		Email:	
Address:	City:	State:	Zip:
Primary Phone:		Alternate Phone:	
Organization:		Are you non-profit? <input type="checkbox"/> Yes <input type="checkbox"/> No Non-profit tax id: _____	
Rental Date(s):		Rental Day(s): M__ Tu__ We__ Th__ Fr__ Sat__ Sun__	
Event Type:	Expected Attendance:	Rental Start Time:	Rental End Time:

PRIVATE POOL RENTAL

# of Guests	Rate /hour	Resident
__ 1-50	\$180	\$165
__ 51-100	\$210	\$195
__ 101-145	\$235	\$215
__ Upper Patio access	\$30 flat rate	
Refundable Deposit of \$150 required		

POOL AMENITY RENTAL

Area	Rate
__ Single round table	\$20
__ Gazebo	\$25
__ All round tables	\$55
__ Upper Patio	\$60
Refundable Deposit of \$20 Required	

RENTAL INFORMATION

- Minimum 2 hour rental
- Rental must include setup & cleanup time
- Pool access not permitted prior to lifeguard arrival
- Rental must vacate area by rental end time
- Main pool capacity: 120 | Family Pool capacity: 45
- Alcohol and glass not permitted
- Rentals 3+ hours require a 15 min break at halfway point for guards

RENTAL INFORMATION

- Only available during public swim
- Admission for guests not included
- Rental must vacate area by 10 minutes after pool closure
- Outside food is allowed
- Alcohol and glass not permitted

1. Will Food be served?	__Y __N	4. If #3 is yes, how will music be played? Circle all that apply. DJ / Band / Acoustic / Speaker
2. Type of cooking method?		
3. Will music be played?	__Y __N	

STAMP PAID IN FULL HERE

Fees and Payment Information (Staff Use Only)

Rate:	Total Hours:	Refundable Deposit:	Add-ons:	TOTAL FEES DUE:
Payment Received:	Date:	Receipt #:	Staff Initial:	Balance:
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CODE OF CONDUCT

1. Final rental fees and additional facility rental forms are due **(fourteen) 14 days prior** to the scheduled rental. Failure to make the final payment will result in the rental being cancelled and all fees paid will be nonrefundable. (Initial)
2. All changes to this application must be made in writing by the applicant and mutually agreed upon with AMRPD prior to the rental date. (Initial)
3. There is a \$55 charge for all returned checks. (Initial)
4. **Groups are responsible for the clean-up** of the pool/rental area. A cleaning fee will be **deducted from the deposit** should district staff have to clean up. (Initial)
5. Applicants will be charged **1.5x the hourly rate** for time spent on the premises after their designated rental end time. **This charge will be deducted from the deposit.** (Initial)
6. Decorations may be attached to structures or tables with the following **ONLY**: blue painter’s tape, scotch tape, removeable mounting putty, string, or zip ties and must be removed at end of event. (Initial)
7. Confetti, glitter, sequins, sparklers, or birdseed is not allowed in any AMRPD facility. (Initial)
8. Lifeguard service will be provided; however, the monitoring of clothing and valuables and control of attendees will be the **responsibility of the reserving group.** (Initial)
9. A designated contact person must be in the pool area at all times during the rental and will take responsibility for the group. (Initial)
10. All vehicles must park in designated parking areas. Vehicles may **NOT** drive in park or on park pathways. (Initial)
11. Lifeguards have the right to prohibit any activity they deem unsafe. (Initial)
12. Glass is not allowed. (Initial)
13. **Smoke, mist machines, e-cigarette devices, tobacco/tobacco like products, and/or vapor type devices are prohibited** in all AMRPD facilities, including but not limited to any buildings, parks, open space, sports fields, swimming pools, parking lots, sidewalks, trails, restrooms, and historical sites or structures. Alcohol use is not permitted. Evidence of such will result in shutdown, and all costs/deposits will be forfeit. (Initial)

OTHER RULES AND REGULATIONS

1. Reservations are not confirmed until rental fees are received by the District.
2. Remove all decorations, debris, food and beverages from all tables, chairs, outdoor signage, and/or any other AMRPD equipment that was used during your event.
3. All aquatic facility and pool regulations will be enforced by the lifeguards on duty. Adults or supervising members of the reserving group are also asked to assist the lifeguards in the enforcement of pool regulations and group behavior.
4. All swimmers must be in appropriate swim attire before they are allowed into the pool. Unhemmed cutoffs, pants or jeans, and t-shirts will not be allowed into the pool.
5. Coast Guard approved life vests are allowed as long as an adult is within arm's length.
6. Floating objects will not be allowed in the pool. As a safety precaution, horseplay in the pool or around the pool deck will not be tolerated.
7. No one may enter the pool without a lifeguard on duty.
8. One long whistle blast from the lifeguard signals that the pool needs to be cleared. Please exit the pool quickly and return to the grass area or bleachers. Listen for further instructions from the lifeguards.
9. All pool party music will be played through the aquatics complex speaker system. Amplified music using a small speaker system (JBL flip or similar) is permitted, as long as the volume does not exceed that of the aquatics complex speaker system. All music will end at 9:00 PM as the pool is located within a neighborhood. Music may be provided by either CD or smartphone. Music may not contain profanity or inappropriate content.
10. Applicant will be held responsible for the cleanup and condition in which the facility is left in accordance to the Code of Conduct. Failure to adhere to the cleaning guidelines or any damages to AMRPD property will result in the applicant being charged for all damage and additional cleanup. If such costs are greater than the deposit, then the renter shall be billed for the additional costs. Failure to pay within fourteen (14) business days will result in legal action. Any costs associated with the collection of monies due, including legal costs, will be the responsibility of the renter. A hold will be placed on the applicant's household account for all future rental or registration activity with AMRPD until the charges are paid in full.
11. AMRPD cannot be held responsible for any items left behind. AMRPD is not responsible for any lost or stolen personal property or items.

DEPOSIT REFUND TERMS AND CONDITIONS

I understand that a deposit is due at the time of booking to ensure my reservation, and that full payment must be made at least 14 days prior to the scheduled usage date. I understand that a cancellation made less than 14 days before the scheduled rental shall result in the forfeit of all usage fees and/or the security/key deposit.

I also understand that Alcohol, Smoking/Vaping is not permitted and any evidence of Alcohol, Smoking/Vaping shall forfeit the entire deposit.

Any costs incurred by the District for clean-up, facility repairs or equipment replacement will be deducted from the security deposit. If such costs are greater than the deposit, then the renter shall be billed for the additional costs. Failure to pay within fourteen (14) business days will result in legal action. Any costs associated with the collection of monies due, including legal costs, will be the responsibility of the renter.

I understand that failure to comply with this application may lead to losing portions and/or all of my rental deposit and fees, which in some cases may exceed the deposit amount. I have read and understand the cleaning requirements of Arden Manor Recreation and Park District. I further understand that even if I delegate these responsibilities to other members or service agencies for which I have contracted, such as caterers, decorators, etc., I still have the ultimate responsibility to return the facility to its original rental conditions.

I understand that my deposit (if any) will be refunded via check. Checks are issued by Sacramento County and generally take 2-3 weeks to arrive. I understand that once paid, AMRPD is unable to issue a refund either in the form of cash, check, or directly to my credit card/debit card/bank account.

Applicant Printed Name:	Signature:	Date:
Co-Applicant Printed Name:	Signature	Date:

INSURANCE REQUIREMENTS

General liability insurance: The undersigned shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO “insured contract” language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

Such insurance shall name the Arden Manor Recreation and Park District, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The undersigned shall file certificates of such insurance with the Arden Manor Recreation and Park District, which shall be endorsed to provide thirty (30) days’ notice to the Arden Manor Recreation and Park District of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the Arden Manor Recreation and Park District may deny access to the facility.

All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders’ Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best’s Key Rating Guide, unless otherwise approved by the Arden Manor Recreation and Park District’s self-insurance pool.

Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the User/Renter maintains higher limits than the minimums shown above, the Arden Manor Recreation and Park District requires and shall be entitled to coverage for the higher limits maintained by the User/Renter. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Arden Manor Recreation and Park District.

I will provide my own Insurance

I will purchase insurance from the District

AGREEMENT AND RELEASE OF LIABILITY

The undersigned or, if signing for an organization, that organization, certifies that the above information is accurate and correct, and that the undersigned has read and understood the Facility Rental Rules and Regulations as set forth by Arden Manor Recreation and Park District pertaining to the use of AMRPD facilities.

INDEMNIFICATION

The undersigned shall indemnify, defend, and hold harmless Arden Manor Recreation and Park District, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the undersigned’s use or occupancy of a facility or property controlled by the Arden Manor Recreation and Park District, unless solely caused by the gross negligence or willful misconduct of Arden Manor Recreation and Park District, its officers, employees, or agents.

COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS

1. A Renter shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
2. The Renter agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
3. The Renter further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
4. Arden Manor Recreation and Park District reserves the right to immediately revoke Renter's right to use of the facility under this agreement should Renter fail to comply with any provision of this section.

FORCE MAJEURE

Notwithstanding anything to the contrary contained in this agreement, Arden Manor Recreation and Park District shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of public authority, and other causes beyond their control. The undersigned waives any right of recovery against Arden Manor Recreation and Park District and the undersigned shall not charge results of "acts of God" to Arden Manor Recreation and Park District, its officers, employees, or agents.

Applicant Signature:	Date:
Co-Applicant Signature:	Date:

Deterding Pool Safety Guidelines

1. Those who are not strong swimmers are encouraged to bring a lifejacket. The lifejacket must say it is US Coastguard certified. Only US Coastguard certified lifejackets are permitted. See flotation device policy for additional details.
2. For those who are not strong swimmers but want to swim in the deep end/go off the diving board, a swim test can be administered. The test is an easy swim across our small pool from side to side (26 feet across). Those who are unable to pass will receive a wrist band and are not permitted in the deep end or on the diving board.
3. Goggles that cover the nose cannot be worn. In case of an emergency, there must be access to the airway.
4. We do not allow any floating equipment, float rings, or noodles.
5. Patrons must walk on the pool deck. As people enter and exit the pool the deck becomes wet and slippery.
6. Adults, please make sure to stay close to your non-swimmers. We want to prevent any accidents before they happen.

Pool Rules

1. No One will enter the pool without a lifeguard on duty.
2. Anyone under the age of 10 must be accompanied by a person 15 or older.
3. Children must be supervised at all times.
4. No hypoxic (breath holding) games.
5. No running on deck. Walking only
6. No diving except from diving board and designated diving areas
7. No flips from the edge of the pool or the slide
8. No swimming in diving board and slide areas
9. No swinging or hanging on ropes.
10. No eating in the pool
11. No horseplay in or around the pool (ex. dunking, throwing people, sitting on shoulders etc.)
12. Everyone must enter the pool facing the water (no backwards entry)
13. No flotation objects allowed in the pool except Coast Guard approved life jackets.
14. No snorkels and no masks that cover the nose.
15. No denim cut off or frayed shorts, ripped/dirty clothing or oversized shirts allowed in the pool.
16. Shower before entering the pool.
17. No glass objects, smoking, alcohol or chewing gum allowed in the pool complex.
18. No one with an infection, diarrhea, inflamed eyes, skin disease etc. will be allowed into the pool.
19. No animals (except service animals) are allowed in the pool complex (including restrooms)
20. No weapons, abusive behavior or foul language allowed in the pool complex.

21. Lifeguards have the right to prohibit any other activities that they deem inappropriate or unsafe.
22. One long whistle blast from the lifeguard signals that the pool needs to be cleared. Please exit the pool quickly and return to the grass area and listen for further instructions from the lifeguards.

Diving Board Rules

1. Only one person at a time is allowed on the diving board.
2. The next person in line must wait on the ground until the diver reaches the wall or enters the deep end under the ropes.
3. After diving the patron may either exit the pool to the stairs at the right or enter the deep end under the ropes to the left.
4. One bounce is allowed on the board.
5. Divers must go straight off the end of the board facing forward (no jumping off the side of the board or back flips.)
6. Running on the diving board is not permitted.
7. No swimming to the bottom drain
8. Rule violators will be banned from the diving board for the day or for the season.

Slide Rules

1. One person at a time on the slide
2. The person in line must wait on the ground until the slider reaches the water.
3. Walk up the stairs.
4. Slider must go down the slide on their bottom or back only (no backward, face first, or spinning while sliding)
5. Non-swimmers can be accompanied by an adult 18+
6. No lifejackets on the slide

Adult Swim (For Public Swim Only)

1. Adult swim lasts 15 minutes and begins on the 45 for the first two hours of Public Swim. All swimmers under the age of 18 must exit the pool. Any adults with Children aged 3 and under may swim in the big pool.

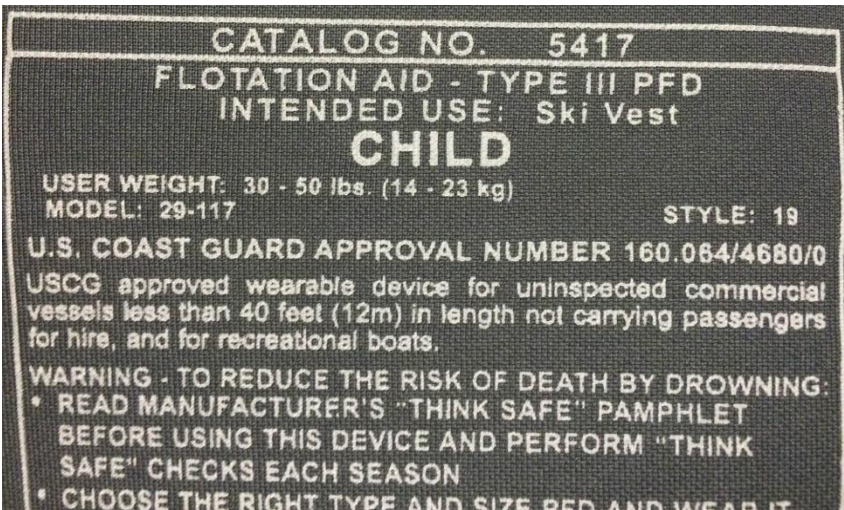
Floatation Device Policy

Water noodles, floaties, life vest and any other floatation devices are **NOT** allowed in the pool unless the life vest is **US Coast Guard Certified!** If it is, it will have a seal on it that says it's certified by the US Coast Guard. If a life vest is worn by a patron a parent must be present in the water and they must be within arms reach of a parent or guardian at all times. If a child wearing a life vest would like to go down the slide they must remove the vest and be accompanied by an adult 18 years or older. **Someone wearing a life vest must wear a yellow wrist band, may not go to the deep end, and must be accompanied by an adult at all times.**

THE FOLLOWING ARE NOT PERMITTED:



THE FOLLOWING ARE PERMITTED:



United States Coast Guard Approved (CGA) flotation device.

Applicant Signature:	Date:
Co-Applicant Signature:	Date: