

# WRANGELL PARK AND RECREATION DEPARTMENT RESERVATIONS AND RENTALS

## SWIMMING POOL

### PROCEDURES AND GENERAL INFORMATION

Thank you for reserving or renting one of the Public Recreational Facilities. Several of these facilities require a rental fee and because of this we ask that the reservation forms be completed at least one week prior to the actual reservation.

- For dances, a dance permit is required. There must be six chaperones at least 18 years of age and a copy of the signed (Police Department) permit must be posted during the dance.
- There is a cleaning deposit for the Community Center and Pool. We ask that this be in check form and after the activity is over, the deposit may be returned (depending on condition of the facility).
- Rental of the Community Center and Swimming Pool, require one (1) week lead time. This will allow us to coordinate with department staff. Facilities **WILL NOT BE RESERVED** until a reservation form has been completed and returned for approval
- We ask that you leave the room you reserved in the same condition as when you arrived. All cleaning must be completed, and decorations removed immediately following the conclusion of your event (or by prior arrangements).
- Please do not use staples or nails on the walls or floor.
- We do have mats and runners that can be used to cover the gym floor.
- All tables and chairs must be returned to their original storage area or area designated by the facility staff. Tables and chairs must be cleaned before storage. Please indicate that you wish to have tables and chair at the time of your reservation as there is a limited supply.
- Remove all garbage to the dumpster located behind the Community Center (Reid St.).
- If food and drink are to be in the gym, the gym floor may need to be wet mopped after the activity. The floor will need to be mopped with clean, warm water. The water should be changed frequently as dirty water will streak the floor.
- If food and drink are to be in the pool lobby, the floor will need to be vacuumed and garbage taken out to dumpster in front of the Community Center (Church Street).
- Cleaning supplies, toilet paper, paper towels and garbage bag liners are stored in the multi-purpose room (closet by the door). There is a janitor's sink in the boy's rest room for water.
- The fee is based on the time that you are going to use the facility. Please consider the time you will need to set up and breakdown for your event. During birthday pool rentals, this time includes pool time and party time. Please include all the time you will need in your rental reservation.

## RULES AND REGULATIONS RENTAL REQUIREMENTS

Please note that private rental parties are required to follow the same rules, so make sure your guests are aware that their non-swimmers must be accompanied. Supervision is one adult to three (3) children.

- Children under the age of 7 and **non-swimmers** MUST be accompanied in the water by a mature responsible person 14 years of age or older. Their supervisor must accompany them at all times, staying within 4 feet of the swimmer.
- **Swimmers** must be 48” tall or able to swim one width of the pool without touching the sides or bottom of the pool. Non-swimmers or weak swimmers must notify a lifeguard on duty. Swimmers wishing to go to the deep water must be able to pass the deep-water swim test as outlined in the facility’s policy.
- All persons must obey rules and adhere to the requests made by Staff. Staff and Managers have discretion to remove violators from the pool and may set a “time out” for their own safety as well as the safety and enjoyment of all pool patrons.
- Swim suits and trunks must be worn by persons using the pool. No cut-off pants are permitted in the pool. T-shirts may be worn. Patrons are not allowed on the pool deck with street shoes or clothes, except in the exercise machine area.
- All swimmers entering the pool must take a shower with soap and water.
- Chewing gum, food, and drink, with the exception of water, are not permitted in the locker room, on the pool deck, or in the pool. Water shall be in non-glass containers only.
- Persons with communicable diseases, open wounds, sore or inflamed eyes (because of infection), or discharge of the mouth or ears shall not use the pool.
- Persons under the influence of alcohol or drugs are prohibited from using the facility.
- No running in the lobby, locker rooms or pool deck.
- NO ROUGH HOUSING (pulling or pushing, throwing people, choke holds, jumping on each other, pushing off inner tubes, etc.)
- Spitting, screaming, and foul language are prohibited.
- No back dives or back flips from the edge of pool.
- No walking on deck with flippers.
- Inflatable toys, such as water wings, inflatable rings, and ski belts are not allowed at any time. Only Coast Guard-approved flotation devices will be allowed.
- To use the cardio weight room, patrons must be 18 years old, or 14 years of age and older with a parent’s waiver on file. Those under the age of 14 are not allowed to use the weight room and cardio equipment.
- Be Safe, Be Respectful, Be Responsible

**WRANGELL PARK AND RECREATION DEPARTMENT  
 AGREEMENT FOR RENTAL USE OF  
 RECREATIONAL FACILITIES**

Facility to be Reserved: \_\_\_\_\_

Date Desired: \_\_\_\_\_ Day of Week \_\_\_\_\_

Hours of Use: From \_\_\_\_\_ to \_\_\_\_\_  
 From \_\_\_\_\_ to \_\_\_\_\_

**ACTIVITY AND ADMISSION INFORMATION**

**ACTIVITY:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name of Renting Party: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Phone #1: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone #2: \_\_\_\_\_

I certify that I am the authorized representative of the organization named above and that the above statements are true. I agree for myself and for the organization named above to supervise all activities on the premise, and to comply with and enforce the rules and regulations of the facility during the time allocated for use by our group/organization. I agree for myself and for the organization named above to comply with the fee schedule governing permit users of City & Borough of Wrangell facilities.

The City & Borough of Wrangell immediately terminates this agreement if the Renting Party fails to comply with its promises to supervise all activities and to comply with and enforce all rules and regulations.

**HOLD HARMLESS AGREEMENT**

The Renting Party or group using the facility agrees to hold the City & Borough of Wrangell, its agents, employees and officials, while acting within the scope of their duties, harmless from all causes of action, demands and claims, including the cost of their defense, arising in favor of the organization, the organization's employees, or third parties on account of personal injuries, death or damage to property arising or of the premises or in any way resulting from the willful or negligent acts or omissions of the organization, its agent, employees or representatives.

\_\_\_\_\_  
 (Signature) (Date)

\_\_\_\_\_  
 (Approved By) (Date)

<b>Fee Rec'd</b>	_____	<b>Fee Received Date</b>	_____
<b>Deposit Rec'd</b>	_____	<b>Deposit Return Date</b>	_____
<b>Total Received</b>	<u>_____</u>		

# RENTAL FEES

RATES ARE PER HOUR

<b>Swimming Pool</b>			
<b>Pool Rental</b>		<b>Pool Rental with Nessie</b>	
0-15	\$50.00	0-15	\$75.00
16-30	\$75.00	16-30	\$100.00
31-45	\$100.00	31-45	\$125.00
46-60	\$125.00	46-60	\$150.00
<b>Pool/Lobby Cleaning Deposit</b>		\$50.00	
<b>Locker Rentals</b>			
\$10.00 per month, \$100.00 per year			

<b>Community Center</b>		
<b>Community Gym</b>	Per Hour	\$30.00
	w/Bounce House Per Hr	\$50.00
	Per Day	\$170.00
	Cleaning Deposit	\$100.00
<b>Multipurpose Room</b>	Per Hour	\$25.00
	Per Day	\$140.00
	Cleaning Deposit	\$100.00
<b>Kitchen</b>	Per Hour	\$25.00
	Per Day	\$140.00
	Cleaning Deposit	\$100.00
<b>Tables</b>	Per Table	\$10.00
	Damage Deposit	\$50.00
<b>RV Park and Shelters</b>	Per Shelter	\$15 <3hr and \$30 >3hr
	Non Electric	\$20.00/day
	Electric	\$30.00/day

CLEANING AND DAMAGE DEPOSITS ARE FULLY REFUNDABLE IF THE FACILITY IS LEFT IN ITS ORIGINAL CONDITION.

**PAYMENT IN FULL IS EXPECTED PRIOR TO USE OF THE FACILITY BEING USED.**

EACH USER/GROUP IS RESPONSIBLE FOR ANY DAMAGES TO FACILITY