



# Conejo Recreation & Park District

## POOL PARTY RESERVATION FORM

Pool party reservations are available from May to September on Saturdays and Sundays, 4:30-7:30pm. Extend your time for \$180 per hour. All packages include facility rental and lifeguard services.

### PACKAGE #1

**\$560**

Standard party package. Includes a 3 hour facility reservation and Lifeguards.

### PACKAGE #2

**\$860**

Includes a 3 hour facility reservation, Lifeguards, and the **AFLEX INFLATABLE OBSTACLE COURSE**.

*A \$50 security deposit is required for all parties to cover any extra staff time for cleaning or if guests exceed the reservation time. The deposit is refunded if no additional time is needed.*

Initial

### ADDITIONAL PARTY INFORMATION

- Party reservations must include set-up and breakdown. When reserving, be mindful of the time it will take to set-up, clean, and break down your party.
- The party reservation form must be submitted in person by the party host. A facility walk through is required at the time of the reservation and deposit.
- The party host is responsible for providing food, decorations, and any other necessary items for the event. Reservations include the use of the facility and lifeguard services only.
- Liability insurance is required for all vendors including caterers and attractions. A **Certificate of Insurance and an Additional Insured Endorsement** naming CRPD as additional insured must be submitted 2 weeks prior to the event. A pre-approved list of current vendors who have insurance on file can be found on our website under the **PRE-APPROVED VENDOR LIST** button.
- Partial facility or shared use reservations are not offered. All party reservations are for the sole use of the facility. Reservations during public recreational swim hours is prohibited.
- Party reservations are for the Community Pool at CLU only. The Samuelson Aquatic Center (University Pool) is not available for reservations.
- A 50% non-refundable deposit is required at the time of reservation to secure your date and schedule staff. A card will be kept on file, and the remaining balance is due 10 days prior to the event.
- The **AFLEX Inflatable Obstacle Course** is designed for ages 14 and under only; adults are not permitted. All users will need to pass a swim test prior to use. Please note that the AFLEX will be taken down one hour before the conclusion of your party.





# Conejo Recreation & Park District

## POOL PARTY RESERVATION FORM

Be sure you have created an account at [www.cprd.org](http://www.cprd.org) before submitting your reservation form to facilitate a quick reservation process.

Date of Event

Package #1

Package #2

Party Host Full Name

Address

Email

Phone

Number of Guests

Age of Swimmers

Will you need puddle jumpers or life jackets for your event?

Yes

No

### OFFICE STAFF ONLY BEYOND THIS POINT

PACKAGE #1	<b>\$560</b>	<input type="text"/>
PACKAGE #2	<b>\$860</b>	<input type="text"/>
Additional Hour(s)	<b>\$180</b>	<input type="text"/>
Security Deposit	<b>\$50</b>	
Total Amount Due		<input type="text"/>

Receipt Number

Balance Due

Date Due

Google Calendar

WhentoWork

Payment Scheduled

Supervisor



# Conejo Recreation & Park District

## PARTY RENTAL AGREEMENT

- A non-refundable 50% deposit is collected at the time of the reservation
- The remaining balance will automatically be charged to the card provided 10 days prior to the date of the event. No refunds will be issued once the final deposit is paid.
- Liability insurance is required for all vendors including caterers and attractions. A **Certificate of Insurance and an Additional Insured Endorsement** naming CRPD as additional insured must be submitted 2 weeks prior to the event. A pre-approved list of current vendors who have insurance on file can be found on our website under the **PRE-APPROVED VENDOR LIST** button.
- Your party may not exceed the time on your reservation form. Any guest/hosts who are on deck past the scheduled reservation time will forfeit their \$50 refundable security deposit.
- In the case of inclement weather, you may transfer your party to another available day. No refunds will be granted unless the facility is forced to close.
- Smoking or vaping is not allowed in or near the facility or anywhere on the Cal Lutheran University campus.
- Glass is not permitted inside of the facility.
- Food and drinks are prohibited in the pool at any time. Guests must eat and drink in the designated picnic area before entering the pool.
- Inflatable water wings are prohibited. Only Coast Guard approved life jackets or puddle jumpers are allowed for non-swimmers. Puddle jumpers are available at the facility upon request.
- A parent and/or guardian are required to provide in-water supervision for all non-swimmers.
- At no time will music be allowed to constitute a nuisance, cause offense to the public, or violate any noise ordinance; the renter remains fully responsible for such compliance. CRPD management reserves the right to determine if the music content is appropriate for the facility.
- The party host may not leave the party site until all minors are accompanied by their parent or guardian. CRPD is not responsible for any children after the conclusion of the party.
- All guests must abide by posted rules and rules enforced by the Lifeguarding staff.

I have read the above information and agree to all the party rules, regulations, and reservation details. I understand that the initial 50% deposit is non-refundable, and that no refunds will be granted after the final deposit is paid.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date