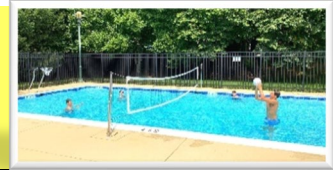




BROADLANDS RECREATION POOL RENTAL FORM

43008 WAXPOOL ROAD



HOST INFORMATION

Member Name: _____ Owner Tenant

Member Address: _____

Member Phone Number(s): _____

Member Email: _____

REC POOL RENTAL FEE AND EVENT INFORMATION

The Rec Pool rental fee is \$75 per hour rented in 1-hour increments with a maximum of 2 hours. Party size is limited to 30 people. Fee includes exclusive use of rec pool during normal operating hours, dedicated lifeguard for duration of event, use of basketball & volleyball equipment, and exclusive eating area in grass. Payment is required within 3 days of event confirmation:

- Credit Card Payment: go to www.broadlandshoa.org/pool, scroll down to Rec Pool Payment and select Buy Now button.
- Check paid to: Broadlands Association, Inc, mailed to 21907 Claiborne Parkway Broadlands, VA 20148

WHEN	WHAT	WHERE
<p>Pool parties are NOT PERMITTED on the last day of school, on holidays, or on any holiday weekend.</p> <p>Date of Event: _____</p> <p>Day of Week: _____</p> <p>Event Time: (2-hours max, includes setup/breakdown): start: _____ am/pm end: _____ am/pm</p>	<p><input type="checkbox"/> Birthday Party</p> <p><input type="checkbox"/> Special Use</p> <p>Event Description: _____ _____</p>	<p>Rec Pool Only (at the Community Pool Location)</p> <p>This reservation is only for the small rec pool. Reservations are not accepted at our main pools, however, to host a party at one of our 3 other pools, please complete a Pool Party Request Form. Space is not reserved for these requests.</p>

ATTENDEE INFORMATION

Number of Attendees: _____ (30 people max)

- Total attendees cannot exceed 30 people including host, swimmers and non-swimmers.
- Please complete list of attendees on page 2 and email to pools@broadlandshoa.com at least 5 days prior to event.

GUIDELINES & RULES

Hosts must have a valid pool pass. Attendees must either possess a valid pool pass or a guest pass. Pool parties can be accommodated during normal operating hours only. Exclusive use pertains to the rec pool and not the main pool. Attendees may use both the rec pool and the main pool; however, non-attendees will not be permitted to use the rec pool during the contracted time. Renters must comply with the following:

- Rentals must be made **at least** 10 days prior to the event for scheduling adequate guard coverage. Requests within 10 days may be denied.
- Cancellations: No refunds if canceled within 5 days of the event. Full refund if canceled at least 5 days prior to the event.
- The hosts are responsible for the conduct of all party attendees and will ensure all attendees comply with Broadlands pool rules.
- Wrist bands must be worn by attendees at all times.
- Failure to vacate the rec pool area after the contracted end time will result in a \$75 charge per half hour stayed.
- Party size must not exceed 30 persons, and members and guests shall adhere to the [detailed pool rules #5. Safety – Main Pool](#).
- Event time cannot exceed 2 hours, to include set up and breakdown.
- Members can provide their own food and beverage, however; food and drinks must be consumed in designated eating areas only.
- Hosts are responsible for cleaning tables and chairs in eating areas, leaving all areas clean and orderly for others to use after departure.
- If the pool is closed for weather or any other reason prior to your event, the event may be rescheduled to another day but must be coordinated with Broadlands HOA. Guest passes are non-refundable per [detailed pool rules #10 Guests](#).
- Reservations NOT PERMITTED on the last day of school, on holidays, or on any holiday weekend.**

Members shall submit pool party request form to pools@broadlandshoa.com. Pool Party requests will be reviewed, and if approved a confirmation email will be provided to the host prior to their event. If you do not receive confirmation before your event, email pools@broadlandshoa.com BEFORE going to the pool. Lifeguards and staff will not allow parties without prior approval. HOA approval for use of the recreation pool grants exclusive use of the recreation pool & deck ONLY and does not grant exclusive use to the main pool & deck space. Members and guests are required to adhere to the fully and comprehensive Broadlands Pool Rules & Recreation Pool Rules at all times during their event. Submitting this form does not guarantee rental – use is subject to availability and staffing.

Signature of Host: _____ Date of Submission: _____

Office Use Only: HOA Approved HOA Email to Host HOA Add to Pool Calendar Party Received

Amount paid \$ _____ Date received _____ credit card or check# _____

Notes: _____



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ATTENDEE LIST

This guest list must be emailed to pools@broadlandshoa.com at least 5 days prior to your event.

All persons, aged 5 and older, must have a valid pool pass. Guest passes are required for all non-members. Guest passes must be purchased at least 5 days prior to event to allow time to load to your account. Information regarding guest pass purchases can be found at www.broadlandshoa.org/pool.

TOTALLY ATTENDEES SHOULD NOT EXCEED 30 PEOPLE

	MEMBER (HAS VALID POOL PASS) Provide First and Last Name	NON-MEMBER GUEST Provide First and Last Name
1	Host Name:	
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