

**CITY OF ROMAN FOREST
POOL PARTY RESERVATION APPLICATION**

Pool Parties are scheduled after the normal operating hours of the pool, Wednesday through Friday 12:00pm-7:00pm, Saturday 10:00am-7:00pm and Sunday at 1:00pm.-7:00 p.m. Pool is closed on Monday and Tuesday. **Pool Parties are reserved from 7:00pm-9:00pm.**

Party Reservation Rates: \$200.00 for the first two (2) hours - (includes setup and cleanup time and the 2 mandatory lifeguards).

A maximum of fifty (50) individuals total, including swimmers, non-swimmers, and infants allowed inside the fenced area during pool parties. For parties larger than 50 in attendance, please speak with the City Administrator.

A \$100.00 deposit is required to reserve the date. **If not paid at the time the deposit is paid, pool party fee and reservation must be received by the City Secretary and reservation finalized no later than three (3) business days prior the party (business days are Monday through Thursday, 7:30 a.m. to 5:30 p.m.) Cancellations require a minimum of 72 hours' notice. See cancellation/refund and inclement weather policies.**

Name (print): _____

Street Address: _____

Daytime Phone: _____ Cell: _____

Email Address: _____ Alt Phone #: _____

Name and Phone Number of Emergency Contact: _____

Date of Party: _____ Time of Party: _____

Approximate Number of Children: _____ Age Group: _____

No. of Adults: _____ Approximate # of Swimmers: _____

Will Pavilion also be reserved? _____ (Pavilion Reservations require a separate reservation and fee).

I acknowledge that I have read the pool rules provided and accept all policies.

Applicant's Signature (must be 18 or older)

Date

----- Do Not Write Below This Line (For Office Use Only) -----

Calculation: Pool Rental for 2 hours (includes 2 lifeguards): \$200.00 Total Amount Due: _____

Each Additional hour \$95.00

Date of Initial Payment/PIF: _____ \$ _____ Cash _____ Check # _____ Credit Card _____ Rec'd by _____

Date of Final Payment: _____ \$ _____ Cash _____ Check # _____ Credit Card _____ Rec'd by _____

Confirmed date of reservation _____ Reservation time: _____

Booking added to Calendar ☐

Notes: _____
