



AQUATIC RENTAL FORM



SAC
 HH
 During Open Swim
 After Hours (Private Rental)

Community Services & Recreation Department, 15960 N Bullard, Surprise, Arizona Ph: 623-222-2000 Fax:623-222-2001

Rental Information

Date of Rental: _____ Time _____

Type of Rental: _____

Group Size: _____

General Information

Name: _____

Address: _____

City: _____

Phone #: _____

RENTAL TYPES

After Hours Rental Fees (2 hr minimum) \$100 Deposit and Proof of Insurance needed				Open Swim Party Rental Fees			
Surprise Aquatic Center		Hollyhock Pool		Surprise Aquatic Center		Hollyhock Pool	
\$100 Deposit				\$100 Deposit		\$30 Deposit	
Group Size	Fee	Group Size	Fee	Group Size	Fee	Group Size	Fee
100 or less	\$230/hr	100 or less	\$180/hr	15 or Less	\$150/3 hr	15 or Less	\$30/2 hr
101-150	\$260/hr	101-150	\$210/hr	16-20	\$175/3 hr	16-20	\$35/2 hr
151-200	\$280/hr	151-200	\$230/hr	21-25	\$200/3 hr	21-25	\$40/2 hr
201-250	\$300/hr			26-30	\$225/3 hr	26-30	\$45/2 hr
251-400	\$400/hr			Seating for more than 30 is not guaranteed			

For Office Use Only

Facility	Payment	Contract	Programming	Confirmation
<input type="checkbox"/> SAC	<input type="checkbox"/> Deposit	<input type="checkbox"/> Signed	<input type="checkbox"/> Class	<input type="checkbox"/> Size
<input type="checkbox"/> HH	<input type="checkbox"/> Check		<input type="checkbox"/> Calendars	<input type="checkbox"/> Meal time
<input type="checkbox"/> Grass	<input type="checkbox"/> Credit		<input type="checkbox"/> Schedule	<input type="checkbox"/> Date
<input type="checkbox"/> Splash	<input type="checkbox"/> Cash			<input type="checkbox"/> Staff

In accordance with the ADA, we welcome accommodation requests. To confirm availability of services, please contact us as soon as possible so that we may accommodate your request.

RENTAL INFORMATION, TERMS, AND CONDITIONS

Features		
	Aquatic Center (623-222-2500)	Hollyhock (623-222-2530)
During Open Swim Hours	<ul style="list-style-type: none"> Air conditioned room Tables and chairs Cold storage will only be provided for cake and ice cream Outside food permitted or optional 1 slice pizza & small drink for \$3 per person. 	<ul style="list-style-type: none"> Tables, chairs, and shade provided Refrigerator available upon request Outside food permitted
After Open Swim Hours	<ul style="list-style-type: none"> Air conditioned room Tables and chairs Refrigerator available upon request Snack bar will be closed 	<ul style="list-style-type: none"> Tables, chairs, and shade provided Refrigerator available upon request Outside food permitted
Special accommodations can be made at time of Rental		

Rental Terms and Conditions

Proof of Residency: Rentals are for Surprise Residents and Business' only, you must have proof of residency at the time of booking.

Cleaning/Reservation Deposit: A non-refundable deposit of \$100 is required for both types of SAC rentals and a Private Rental at Hollyhock or \$30 for Hollyhock open swim rental is due at the time of booking. In the event that you cancel your party with less than 2 weeks notice your deposit will not be refunded. If no additional cleaning deposit is necessary, the deposit will be credited toward your final bill. If cleanup or repair exceeds the amount of the deposit, the renter will be responsible for such costs.

Rules: Standard Pool Rules apply at all times. No candles are allowed at any time. Decorations are limited due to city codes, please discuss with Manger at time of Rental.

Guest Count: After open Swim Hours: Your estimated guest count will be needed at your time of your rental so that staff can be scheduled. During open Swim Hours: A final guest count is due 5 days before your rental. If you have more guests than your final count, your balance will be calculated at \$5 per person. We will not be able to accommodate any last minute meal changes. All guests, regardless of age, are counted.

Rental Time: Set up and Clean up is included in the rental time. You may not be in the pool area before your schedule rental.

Refunds/Cancellations: Cancellations must be made in writing to the Community and Recreation Services Office Attn: Daniel Luvisi at least 2 weeks prior to your rental. Deposit is forfeited if canceled less than 2 weeks before rental. Rescheduling of rental will be considered a cancellation. In the event that you cancel your party with less than 2 weeks notice your deposit will not be refunded.

Unforeseen Circumstances: If we need to close the pool for safety or weather related emergencies, no refunds will be given if the rental has already began. If the pool is closed prior to the start time of the rental, we will reschedule with no fee incurred.

Meals at SAC: The Aquatic Center can serve 1 slice of pizza and small drink per guest at a rate of \$3 per person if request is made in advance. We must have final count of guests confirmed within 1 week prior to rental. Please check with your guests so that you can plan your order.

Designated Area: This area is available to you for the time slot that you have selected. Another group may have reserved the area following your rental. So we ask that your leave the area in a timely fashion as a courtesy to the next group.

Personal Belongings: The City of Surprise is not responsible for storage or safe keeping of any items. There are lockers available

Signature below confirms that renter has read and agreed to terms stated above.

Signature: _____ Date: _____