

Prince George's Pool Special Use Procedures for Members

Pool members may request use of the pool for themselves and their guests for a party or family gathering. Special uses are typically things such as birthday parties or family reunions.

Requesting members must complete the attached Pool Use Request Form for Members in order to receive approval and date confirmation from the Pool Manager. This request must be received by the Pool manager at least 14 days prior to the requested use date (except as noted below). All requests are considered on a first come first serve basis. The Pool manager will determine if the pool can support the event on the requested day and time and will notify the requesting member of approval or suggest an alternative day or time. The use will then be entered onto the calendar of events maintained by the pool management company.

Any event with more than 50 members or guests in attendance requires prior approval by the PG Pool Special Events Committee. This is to ensure that any large special use is compatible with the functioning of the Pool and respects the interests of the entire pool membership. These requests must be made at least 21 days prior to the requested use date in order to allow adequate time for the approval and planning process.

A fee and/or security deposit may be required for use of the pool facilities. All activities involving use of the pool require lifeguard coverage in compliance with current standards.

- The appropriate amount of coverage is determined by the Pool Manager and will be based on expected attendance and bather load. Additional and or overtime rates may be charged for above normal or after normal hour use.
- Lifeguards are not expected to nor may they be asked to perform tasks beyond their lifeguard function.

All cleanup related to the use is the responsibility of the requesting member. The user is responsible for returning the grounds to its pre-activity condition immediately following use. These responsibilities include, but are not limited to, removing all trash, replacing all moved items, and storing all equipment. Requesting members may use basic pool equipment, such as brooms and trash cans, to assist in the cleanup.

Any use of the pool's electrical system must be approved in advance by the Special Events Committee.

No sound amplification systems or devices of any kind may be used at any time.

No activity occurring during the special use may disrupt the ability of other members to use and enjoy the pool and grounds.

All members & guests must comply with PG POOL's General Rules & Regulations.

Grills may be used by adults but may not be reserved nor moved to the party area.

NO GLASS CONTAINERS ON POOL GROUNDS.

Payment for guests is the responsibility of the member listed on the Special Uses for Members Request Form (attached hereto).

Payment Received: \$ _____ Date: _____ Check #: _____
On Calendar _____ Extra Guards _____
Board/Special Events Approval

PG Pool Special Uses for Members Request Form (AKA BIRTHDAY PARTY FORM)

Requesting Member Name: _____
Phone: _____ Email: _____

Type of Use (birthday party, reunion, etc.) _____

Use Date: _____
Start Time: _____ End Time: _____

Total number of people attending: ___ (non-members only)
Adults: _____
Children: _____

Facilities To Be Used: ___ Toddler Pool ___ Big Pool ___ Picnic Area

Any Special Requirements: _____ (grills cannot be reserved nor moved)

I agree to follow all procedures stated above and to ensure that all guests abide by the rules and regulations of the Prince George's Pool.

Pool Member Name: _____ Signature: _____ Date: _____

Pool Manager Signature: _____ Date: _____

_____ Date: _____
(if over 50 guests, Signature of Special Events Committee approving event)

Charges are based on the following rates

Member Use Rate^{*}:

Pool members can reserve picnic tables and pay:

\$2.00 for 4 hours for each non-member guest during regularly scheduled operating hours for gatherings of 10-50 people.

Non-member guest fee: \$ 2:00 a person for 4 hours

Fee Calculation: # Attendees ___ x \$2.00 = total due

If party is over four hours long please add an additional dollar per non-member guest per hour.

Outside Regular Operating Hours[†]:

\$120/hr for up to 75 people, each additional 25 people add \$30/hr.

Fee Calculation:

* Additional fees may be charged for over 50 non-member attendees.

† Rates for special uses outside of regular operating hours may be subject to change. Please check with Special Events Coordinator to confirm rates.

Please provide a list with names of attendees as indicated on reverse side. If over 50 attendees the use must be approved by the PG Pool Special Events Committee.

Payment Received: \$ _____ Date: _____ Check #: _____
On Calendar _____ Extra Guards _____
Board/Special Events Approval
Number attending _____ Number of hours _____

Please provide a list with names of attendees as indicated on reverse side. If over 50 attendees the use must be approved by the PG Pool Special Events Committee.