

WINDYRUSH POOL PARTY REQUEST FORM

Member requesting party: _____

Phone number: _____

Date of party: _____

Number of people attending party _____ Age Group of people attending party _____

Will alcohol be allowed? ___YES ___NO

Time of party please check below:

Saturday	11am-2pm _____	Saturday	5pm-8pm _____
Sunday	12pm-3pm _____	Sunday	4pm-7pm _____
Monday	11am-2pm _____	Monday	5pm-8pm _____
Tuesday	11am-2pm _____	Tuesday	5pm-8pm _____
Wednesday	11am-2pm _____	Wednesday	5pm-8pm _____
Thursday	11am-2pm _____	Thursday	5pm-8pm _____
Friday	11am-2pm _____	Friday	5pm-8pm _____

Windyrush parties are **\$75.00 for 15 attendees (this includes members)**. **This does not include the lifeguard fee.** Please see the back page to calculate lifeguard fee. If you have more than 15 attending the fee is \$5.00 per person. Lifeguards are \$25.00 per hour. Please see the lifeguard staffing guidelines outlined below. Parties include two reserved sitting tables, chairs and one long table. Parties need to be requested at least 7 days in advance and are based on a first come first serve basis. Windyrush will allow the following time slots for parties: Saturday and Sunday 1-time slot for morning and 1 for afternoon. Monday through Thursday 2 morning slots and 2 afternoon slots are allowed, and Friday 2 morning slots and 1 afternoon slot. If you are planning something special at your party, you will need to have approval from the Windyrush Board of Directors. Outside entertainment is not allowed and the pool area cannot be closed off for party games.

*Amount Due for Pool Rental \$ _____

*This amount will be entered on the back of this sheet

Anyone having a pool party must adhere to the following guidelines:

Pool Parties must be scheduled a minimum of 7 days in advance.

- Pool Party Request Forms must be completed. Pool Party Request Forms must be turned in to the Windyrush office, with full payment, in order to be scheduled.
- You will receive a phone call from the Swim Club Management Group confirming the party.
- The charge for each lifeguard is \$25.00 per hour.
- Party sponsor is responsible for helping clean up after the party.
- Children’s Parties (Age 12 and under): Party host will be provided a “Pool Party Orientation” sheet. Please review this sheet PRIOR to your party.

Staffing guidelines required for a pool party:

Number of People

Number of Lifeguards

1 to 25 people *	1 lifeguard
26 to 50 people	2 lifeguards
51 to 75 people	3 lifeguards
75 + people	4 or more lifeguards

“Number of People” guideline is based on TOTAL PARTY ATTENDEES, NOT estimated swimmers.”

Number of Party Hours	_____
Number of Lifeguards	_____
Number of hours multiplied by the number of guards	_____ X \$25 = _____
Amount Due for Lifeguard Staffing	_____
Amount Due for Pool Rental (see front) +	_____
Total amount Due	_____
Check payable to “Windyrush”	
Check Number: (_____ Cash _____ (please add a check mark for cash payment)	

Steps to Determine Pool Party Cost:

Member Signature _____ **Date** _____

For insurance and liability reasons there can be NO exceptions to the above policies.

Approved by Club Representative: _____ **Date:** _____

For Office Use Only
Confirmed by _____
Date Confirmed _____