



Bison Ridge Recreation Center SWIMMING POOL PARTY REQUEST FORM

Date RCV'D:
Staff Initials:

APPLICANT & RENTAL INFORMATION:

FIRST & LAST NAME OF RENTER: <i>(must be at least 21 years old)</i>		Birthday Child's Name:	
RENTER BIRTHDATE: <i>(MM/DD/YY)</i>	CONTACT NUMBER:	EMAIL ADDRESS:	
STREET ADDRESS:		CITY:	STATE:
			ZIP:
REQUESTED DATE FOR PARTY			
____/____/____			
REQUESTED DAY & TIME: <i>(please check one)</i>			
SATURDAY: <input type="checkbox"/> 12:30-2:30pm <input type="checkbox"/> 3:15-5:15pm		SUNDAY: <input type="checkbox"/> 12:30-2:30pm <input type="checkbox"/> 3:15-5:15pm	
ROOM REQUESTS			
UNDECORATED PARTY: HOST ONLY		DECORATED PARTY PACKAGE	
<input type="checkbox"/> SINGLE ROOM* INCLUDES 15 SWIMMERS, 3 TABLES, SEATING FOR 12, AND MAX ROOM CAPACITY OF 20 PEOPLE. RESIDENT FEE: \$115.00 NON-RESIDENT FEE: \$150.00		<input type="checkbox"/> SINGLE ROOM* INCLUDES 15 SWIMMERS, 3 TABLES, PLACE SETTINGS FOR 12, DECORATIONS, AND MAX ROOM CAPACITY OF 20 PEOPLE. RESIDENT FEE: \$140.00 NON-RESIDENT FEE: \$175.00	
<input type="checkbox"/> DOUBLE ROOM* INCLUDES 30 SWIMMERS, 6 TABLES, SEATING FOR 30, AND MAX ROOM CAPACITY OF 40 PEOPLE. RESIDENT FEE: \$190.00 NON-RESIDENT FEE: \$260.00		<input type="checkbox"/> DOUBLE ROOM* INCLUDES 30 SWIMMERS, 6 TABLES, PLACE SETTINGS FOR 30, DECORATIONS, AND MAX ROOM CAPACITY OF 40 PEOPLE. RESIDENT FEE: \$230.00 NON-RESIDENT FEE: \$300.00	
UPGRADED PACKAGE OPTIONS <i>(for upgraded room selection only)</i>			
Traditional Package (Pink) <input type="checkbox"/>	Traditional Package (Blue) <input type="checkbox"/>	Traditional Package (Primary Colors) <input type="checkbox"/>	

Decorated packages include tablecloths, plates, cups, napkins, forks, a balloon bouquet, and a gift bag for each child in attendance.

PLEASE REVIEW AND INITIAL ALL POOL PARTY REQUEST AND CANCELLATION POLICIES

POOL PARTY REQUEST POLICIES:

Initials: _____

1. Requests must be submitted at least two (2) weeks prior to the date requested.
2. Completion of this form is a request only. Once your request form is received, you will be contacted by a member of the aquatic staff to discuss availability of your request date and further steps.
3. Pool Party rentals are not finalized until the signed request is received and payment in full is collected. Payment in full is due at the time of the booking.
4. Requests are reviewed on a weekly basis; please allow 3-5 business days for processing.
5. Parties at Bison Ridge may be scheduled from 12:30-2:30pm or 3:15-5:15pm on Saturdays or Sundays only.
6. Alcohol is not permitted for any pool parties.
7. The Pool Party Host will act as a liaison between the party guests and the facility. Party host is not exclusively dedicated to each rental but is available to assist with snack preparation, timeliness of party, clean up after the conclusion of the party, and will also lead a safety talk to inform guests of necessary rules and pool policies.
8. Use of personal decorations is permitted. Guests may access the room 10-15 minutes prior to the start of the party. Confetti, glitter, and thumbs tacks are NOT allowed. Decorations may be hung with blue painters tape or command hooks only.
9. All guests of the party are expected to follow all facility and pool rules. Rental applicant is responsible for conduct of guests and condition of room. Any guest who refuses to comply will be removed from the facility and any damage costs will be billed to the Renter.

10. CANCELLATION POLICY:

Date of Cancellation	Date of Cancellation Renter Receives
30+ Days	100% Rental Fee MINUS \$25 cancellation fee
15-29 Days	50% of Rental Fee
8-14 Days	25% of Rental Fee
7 Days or Less	0% of Rental Fee

PLEASE REVIEW POOL RULES ON OPPOSITE SIDE – APPLICANT MUST INITIAL AND SIGN!

Pool Rules

Initials: _____

- **Instructions from the lifeguard must be obeyed at all times**
 - Please be courteous. Foul language, horseplay, fighting or abusive behavior will not be tolerated.
- **Proper swim attire is required.**
 - Changing clothes on deck is prohibited.
 - Proper swim attire is required. T-shirts, gym shorts, basketball shorts, street clothes and cotton are not allowed.
 - Children who are not toilet trained must wear swim diapers.
 - Acceptable personal pool equipment includes noodles, kickboards, beach balls, dive sticks, and other soft balls; however, use of all items is up to the discretion of the Lifeguard.
 - Personal safety devices must be removable, and Type III Coast Guard approved. Inflatable devices, including water wings and float rings are not allowed. Infant inflatables must have a seat in the bottom.
 - Flotation devices (excluding lifejackets) are not allowed in any area where the user cannot touch the bottom of the pool.
- **Age requirements**
 - Children age 5 and younger must be accompanied in the water and remain within arm’s reach of an adult, age 18 or over, at all times.
 - A person age 16 or older must remain on the pool deck and directly supervise any child between the ages of 6-11 in the pool.
 - Children age 12 and older may swim without adult supervision.
 - Children who are not toilet trained must wear swim diapers.

Slide Rules

- To ride the slides, users must meet the minimum height requirements. 48in at Bison Ridge.
- Maximum rider weight is 300lbs.
- Non-swimmers are not permitted.
- All riders must ride feet first while lying on their back with arms crossed across their chest.
- Only one rider at a time.
- Riders must enter the slide in sitting position and wait for instructions from the stationed Lifeguard.
- Riders must leave the run-out area promptly at the end of the ride.

Additional Guidelines

Initials: _____

- Please do not enter the lobby/hallway areas wet or without shoes. Once the party has begun, all guests should enter/exit the party room via the pool deck and locker room doors only.
- Use of facility aquatic equipment is not allowed during open swim times.
- No Diving.
- No Running.
- All swimmers must shower before entering the pool area.
- Food, gum, alcohol, and glass containers are not allowed in the pool area. Drinks in sealable, spill proof containers are permitted.

Applicant’s Signature: _____

Date: _____

***Request forms may be faxed, emailed, or physically submitted to the location of your party request.
For questions, or further information, please call either number provided below.***

**Bison Ridge Recreation Center
13905 E. 112th Ave
Commerce City, Co. 80603
Ph: 303-289-3669
Email: thall@c3gov.com**

- RECREATION/AQUATIC STAFF USE ONLY -

<input type="checkbox"/> APPROVED	Rental Date:	Time:	Room(s):	Package:
<input type="checkbox"/> DECLINED				

