



Edward T. Hall Aquatic Center Pool/Lane Rental Application

Phone: 410-414-8350 Fax: 410-414-8361 Email: gebharrm@co.cal.md.us



Applications must be received 7 days prior and no more than 90 days in advance of rental request date.

- Reservation time includes set up and clean up time. Admittance into the lanes/pool prior/after reservation is not available.
- This form **does not** guarantee your reservation for use of the facility. Please see reverse side.
- **NO FOOD OR DRINK (OTHER THAN WATER) ALLOWED ON POOL DECK!**
- **All Room Rental Fees must be PAID IN FULL to secure reservation-NO EXCEPTIONS.**

Initials _____ Applicant must provide a check-in roster at least 5 days prior to event via fax or email!

Please check a selections:	Fee	# hours / use	# days / week	# weeks	# of Lanes	Total Estimated Fees
<input type="checkbox"/> Lap Lane 25 yrd	\$13.00/hour/lane					
<input type="checkbox"/> Swim meet (2.5hrs)** Six lanes 25yrd.	\$350 per meet				x	
<input type="checkbox"/> Lap Lane 50m (limited availability)	\$28/hour/lane					
<input type="checkbox"/> Diving well Non-exclusive	\$50/hr				x	
<input type="checkbox"/> Diving well Exclusive	\$100/hr				x	
<input type="checkbox"/> Lap pool Shallow end Non-exclusive (4 Lanes)	\$50/hr				x	
<input type="checkbox"/> Therapy Pool Non-Exclusive	\$50/hr				x	
<input type="checkbox"/> Therapy Pool Exclusive	\$100/hr				x	

PLEASE PRINT LEGIBLY

Responsible Person (Applicant) _____ Today's Date ____/____/____

Phone (C) _____ (H) _____ (W) _____

Address _____ City _____ St _____ Zip _____

Email Address _____ Number of Guests (Max 40) _____

Event Purpose: _____ Sponsoring Agency/Group: _____

Choice #1 Date ____/____/____ Beginning Time: _____ End Time: _____

Choice #2 Date ____/____/____ Beginning Time: _____ End Time: _____

Choice #3 Date ____/____/____ Beginning Time: _____ End Time: _____

On going: No Yes, List Dates: _____

Additional information:

By signing this form, I acknowledge that I have read and will abide by the Calvert County Parks and Recreation Rules & Regulations. The renter is responsible for ensuring that all guests and chaperones are aware of and comply with all rules and regulations of the facility.

Responsible Person's Signature _____ **Date:** _____

PLEASE SEE REVERSE SIDE FOR RENTER'S RESPONSIBILITY AGREEMENT

Office Use Only

Total Paid \$ _____ Entered by _____ Date: _____ Reservation # _____

Edward T. Hall Aquatic Center-Calvert County Parks and Recreation

130 Auto Drive Prince Frederick, MD 20678

Pool/Lane Renter's Responsibility Agreement

To ensure the Division of Parks and Recreation achieves its goals of providing clean, safe and healthy facilities, and a positive reservation/check out experience, we have developed the following information on rules, terms and conditions for renting Calvert County facilities. By signing the Permit Application on the reverse side of the this agreement, the renter states that the renter has read and agrees to abide by all conditions

Applications will be considered with the following priority of use; 1. Parks and Recreation programs 2. Local public safety organizations 3. Non profit/school/civic organizations 4. Commercial/Individual use.

Initials _____

RENTAL PROCEDURES/POLICIES

1. **RESERVATIONS:** The applicant must be 21 or older. The applicant, not designee, is required to sign the application. The total rental fees are due at the time of the application. Make all checks/money orders payable to: Calvert County Parks and Recreation (CCPR). We also accept MasterCard, Discover and Visa for all payments.

2. **APPLICATION APPROVAL:** The Facility manager initiates the approval process, however, Management, and the Division Chief of the Parks and Recreation Division, reserve the right to inspect and/or deny any request for good cause. An explanation will be provided.

3. **CANCELLATIONS:** All cancellations will be charged a \$5 Service Fee. Written notice of cancellation must be received at least 14 days before the event to receive the full remainder of the rental fee. A notification received less than 14 days before the event shall result in the forfeiture of (1/2) one-half the total rental fees. A full refund will be issued in the event of a facility failure.

4. **RESCHEDULING/TRANSFER:** Only one (1) rescheduling and/or transfer of a rental is permitted. Any request to do so made less than 14 days of the original date shall be charged an additional \$5 schedule fee. A rental that cannot be rescheduled must be cancelled according to the CANCELLATION policy.

Reservation number must be provided for cancellations/transfers! (Obtain from reservation receipt)

Initials _____

RULES

1. General Admission into the facility for use of the designated area is included in this rental .
2. Your event and guests must remain in the lanes/pools requested and approved. Other areas are NOT included for use.
3. Guests should check-in at front desk upon arrival.
4. Any activities deemed inappropriate and indicated by the Center staff are prohibited.
5. The responsible person signing the permit must attend the event from the beginning to end.
6. The building and all equipment must be used and treated appropriately, and not abused or broken.
7. Equipment (i.e. kickboards, water weights, belts, flippers) may not be included rental.
8. **FOOD AND DRINKS(OTHER THAN WATER) ARE NOT PERMITTED ON POOL DECK!**
9. Commercial/Individual applications will be limited to licensed and regulated serviced that serve the community but who's services cannot be provided by Parks and Recreation Division.
10. The Renter may be required to obtain at its own expense and keep in full force and effect during the period of this Agreement a policy or policies of General Liability Insurance in an amount of not less than one million dollars (\$1,000,000.00) in which both the Renter and the County are named as insured, including death and property damage covering injuries to persons or damage to property in or about the Aquatic Center occurring in the course of or as a result of the activities of the Renter.

Initials _____

NOTICE OF VIOLATION

The staff on duty will notify you (the renter) of observed violations. You must correct them immediately or forfeit your rental and exit the facility without reimbursement.

Initials _____