



PARKS, RECREATION & YOUTH DEVELOPMENT

CITY OF OAKLAND
PARKS, RECREATION & YOUTH DEVELOPMENT

Aquatics Unit
9161 Edes Avenue
Oakland, CA 94603

SWIMMING POOL RENTAL APPLICATION

RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD.

PerfectMind Contract # _____

Today's Date _____

1. FEES

SWIMMING POOL	NUMBER OF HOURS	RATE	ADDITIONAL LIFEGUARDS	TOTAL FEES
<p>Oakland Resident Lifeguard Service 1~40 \$100.00 per hour, 2 hours minimum # of hours _____ x \$100 = total</p> <p>41+ Persons Require Additional Lifeguards \$25.00 per hour, per additional lifeguard # of (extra Lifeguards) _____ x # of hours _____ _____ x \$25 = total</p> <p>Non-Oakland Resident Lifeguard Service 1~40 # of hours _____ x \$115 = total</p> <p>All reservations submitted less than 30 days before the rental date will be charged an additional \$75.</p> <p>Full payment plus a \$100 deposit is required at time of reservation.</p>				
			Deposit:	
			Grand Total:	

2. CONTACT INFORMATION

Contact Name _____
First Middle Last

Organization _____

Address _____
Street City State Zip

Phones (_____) _____ (_____) _____ (_____) _____ Email _____
Phone Work Phone Cell Phone

3. TYPE OF EVENT

Check One: Birthday Party Meeting Reception Sports Team* Other _____

*Certificate of Insurance (COI) is required.

Estimated Attendees (including non-swimmers): 1 ~ 40 41 ~ 50 51 ~ 60 61 ~ 70 71+ (How many? _____)

^All reservations with more than 50 guests will need to request for a special events permit through OPD.

Date of Event _____ Start Time _____ Actual Event Time _____ End Time _____

4. SOUND EQUIPMENT/AMPLIFIED MUSIC**

Check One or More: DJ Live Band Microphones Other _____

**All reservations using any form of amplified sound will need to request for a special events permit through OPD.

5. PAYMENT

Check Check Amount \$ _____ Check # _____ Master Card (MC) Visa Cash

Credit Card # _____ Expiration Date _____ CVC # _____

Amount Authorized to be Charged \$ _____ Driver's License # _____ Expiration Date _____

Signature

Print Name

Date Signed

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.

By signing the above swimming pool rental application form, I authorize the City of Oakland, Office of Parks, Recreation & Youth Development (OPRYD) to charge my credit card (MC/VISA) in the above stated amount for the rental of the pool facilities through the Aquatics Unit. **Note:** All information provided MUST BE CONSISTENT with the information provided above. I am aware that once a payment is received cancellation fees will apply.

Please attach a Legible Photo Copy of your Driver's License or State Identification Card.

RESERVATION POLICY

All fees, including a \$100 deposit, must be paid in full to the City of Oakland, Aquatics Unit thirty (30) days in advance of the reservation date. Rental date is not guaranteed until staff is secured, all fees paid and permit issued.

CANCELLATION POLICY

A cancellation fee will be assessed according to the current City of Oakland Master Fee Schedule

CANCELLATION FEES:

61 days or more notice	Forfeit ½ deposit, per event/per date
60 to 31 days notice	Forfeit deposit, per event/per date
30 days to 11 days notice	Forfeit deposit, plus ½ rental fee, per event/per date
10 days or less notice	Forfeit all fees

I am aware of and understand the cancellation policy and fees. _____(initial)

Thank you for your interest in a swimming pool reservation with the City of Oakland, Parks, Recreation & Youth Development, Aquatics Unit. Private party pool rentals are defined as groups *not* selling tickets, charging an entrance fee, selling merchandise, raising funds, or collecting funds by any method.

Reservations are for a minimum of two-hours. There is an additional charge for parties over 40 persons to cover additional staffing cost; \$25.00 additional per hour for each addition of 10 persons. Full payment plus a \$100 deposit must be paid to secure rental date. Reservations must be made at least thirty (30) days in advance to ensure proper staffing. Rental date is not guaranteed until staff is secured, all fees paid and permit issued.

Please return Pool Rental Application Form and payment to:

City of Oakland, Aquatics Unit
 9161 Edes Avenue
 Oakland, CA 94603

E-mail: OPRAquatics@oaklandnet.com
 Fax: (510) 597-5015

Rental time includes any necessary set-up, clean up, and changing times. Please plan accordingly. Rental groups will be admitted at scheduled start time and groups should be prepared to exit facility at scheduled end time. Group is responsible for cleanup of any used areas. Additional time will be billed and/or deposit will be forfeited if rental exceeds scheduled time. A designated representative from rental group should monitor individuals entering pool area to ensure only authorized persons are admitted.

Lifeguards are provided for your safety and with your assistance, rules and regulations provided will decrease the chances of an accident. Please refer all members of your party to enclosed pool rules before rental date. Warnings will be issued if violations occur-patrons endangering themselves or others will be asked to leave pool area-no refund will be provided. Lifeguards and Pool Manager have final authority.

Please direct any questions or concerns to the Aquatics Management Team.

Thank You for choosing Oakland Pools for your next celebration!

Happy Swimming!

Questions? Please contact OPRAquatics@oaklandnet.com.