

**GVCA Pool Rental Agreement**  
**Greenwood Village Community Association, Inc.**  
**830 Village Club Drive, Sagamore Hills, Ohio 44067**  
[http://www.greenwoodohio.org/form\\_pool\\_rental.php](http://www.greenwoodohio.org/form_pool_rental.php)

Pool Phone: 330-467-1593

Office Phone: 330-467-7036

Name: \_\_\_\_\_ Activity Pass #: \_\_\_\_\_

Address: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

1<sup>st</sup> Date Requested: \_\_\_\_/\_\_\_\_/\_\_\_\_ Total Hours: \_\_\_\_\_ From \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_  
(1 ½ minimum)

2<sup>nd</sup> Date Requested: \_\_\_\_/\_\_\_\_/\_\_\_\_ Total Hours: \_\_\_\_\_ From \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_  
(If the first date is not available due to schedule conflicts or lack of lifeguards) (1 ½ minimum)

**Maximum Attendance:** \_\_\_\_\_ Adults - Min: \_\_\_\_\_ Max: \_\_\_\_\_ Children (under 12) - Max: \_\_\_\_\_

Reservation Deposit (to Hold Pool) = \$ 25 Date Paid \_\_\_\_\_ Check # \_\_\_\_\_

Due to the time involved in scheduling guards for the party, the initial \$25 Security Deposit will be returned only if we cannot honor either your first or second request, or the party is rejected by the Pool Manager for any reason, or if it takes longer than 5 business days to call and inform you that your request has been confirmed. Your party request is not confirmed unless the Pool Manager has completed and signed this form below.

For Pool Manager Use Only

Approved Date \_\_\_\_\_ Approved Hours \_\_\_\_\_ From \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_

Is this a change from the 1<sup>st</sup> Date or Time requested?      **Yes** /      **No**

Maximum Attendance Approved \_\_\_\_\_ Number of Lifeguards Assigned \_\_\_\_\_

Name of Supervising Lifeguard for the Party \_\_\_\_\_

**Approved**       **Denied** for the following:  **Lifeguard Constraints**     **Date/Time Conflicts**

Pool Manager: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Contract Acceptance**

1. I agree to the date and times approved by the Pool Manager as well as number of lifeguards needed.
2. I have received a copy of the GVCA pool rules.
3. I understand that the total Security Deposit is \$300, of which \$25 has already paid. The remaining \$275 is payable to GVCA at 830 Village Club Dr., Sagamore Hills, OH 44067-0121 three weeks in advance of the party.
4. I understand that Pool Rental Fee is \$30.00 for the first hour and \$15.00 for each additional hour, rounded up to the next hour.
5. I understand that the Security Deposit is used to pay the Pool Rental Fee, the lifeguards, as well as any cost incurred for damage or extra cleaning.
6. I understand the damage to the facility or violation of contract will be cause for forfeiture of deposit and immediate termination of the party.
7. Access to the pool area will be provided by the lifeguard staff. Participants should plan to arrive at the pool **FIVE MINUTES BEFORE** the scheduled rental time. All participants must vacate the building by the end of the scheduled rental or pay for additional rental and guard time. If renting a party room as well as the pool, the party room must be emptied prior to entrance into the pool. At no time can people go from the party room to the pool or visa versa during a pool party.

Continued on Next Page

8. Food or Beverage is NOT permitted on the pool side of the clubhouse.
9. NO GLASS OR ALCOHOLIC BEVERAGES ALLOWED IN POOL AREA.
10. Pool rental time is based on water time (the time the pool is guarded and available for you to swim).
11. Lifeguard time is based on the length of time your party is in the building or pool areas plus time for set-up and closing procedures (not to exceed ¼ hour for set up or more than ¼ hour after the last person leaves for closing, per guard).
12. Additional guard time may be charged if extra cleaning is required as a result of your party. Lifeguards are assigned at the discretion of the Pool Manager based on the following guidelines:
  - a. One (1) lifeguard per 12 children under the age of 12. One (1) Lifeguard per 20 people over the age of 12. Two (2) Lifeguards minimum for all parties. Lifeguards will be paid \$12.00 per hour.
  - b. Lifeguards and security guards are scheduled by maximum attendance, and will not allow any more then the agreed maximum number to attend. There are no refunds if less then the maximum number attends.
  - c. Private pool parties may be held only during hours not set aside for general resident use and must be approved by the Pool Manager.
  - d. A minimum of two adults must be at the pool side in pool attire at all times for children’s parties.
13. For reasons of safety of the party attendees or the lifeguards, or for actions which could cause damage to the facility, the lifeguard has the authority to ask individuals to leave, or to the end the party outright, and there will not be a refund for time spent at the party.

Remainder of Security Deposit = \$ 275 Date Paid \_\_\_\_\_ Check # \_\_\_\_\_ Due \_\_\_\_/\_\_\_\_/\_\_\_\_  
**(Due 3 weeks in advance)**

I have read and agree to all points of this contract

Signature \_\_\_\_\_ Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**For Office Use Only – Do Not Write Below This Line**

Name of Supervising Lifeguard for the Party \_\_\_\_\_

Signature of Supervising Lifeguard for the Party \_\_\_\_\_

Actual Attendance: # of Adults: \_\_\_\_\_ # of Lifeguards \_\_\_\_\_  
 # of Children: \_\_\_\_\_

Stamp in time clock here v

**Time the building was vacated by party’s attendees:**

**Time Lifeguards left the building after closing procedures:**

Stamp in time clock here ^

Security Deposit	= \$	300
Pool Rental Fee 1 <sup>st</sup> hour	= - \$	30
Additional Pool Rental _____ Hours x \$15/hr	= - \$	_____
____ Lifeguards x _____ Hours x \$12/hr	= - \$	_____
____ Extra -Cleaning x _____ Hours x \$12/hr	= - \$	_____
<b>Damages</b>	<b>= - \$</b>	<b>_____</b>
<b>Refund Total</b>	<b>= \$</b>	<b>_____</b>

Damage?  
 No  
 Yes  
 Type \_\_\_\_\_  
 Damage Inspected by (GVCA Staff): \_\_\_\_\_  
 Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Resident’s Refund Total \$ \_\_\_\_\_ Check # Issued \_\_\_\_\_ Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_