



CITY OF RICHMOND KENTUCKY
PARKS AND RECREATION DEPARTMENT
345 Lancaster Avenue
Richmond, KY 40475
Phone: (859) 626-POOL (7665)
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AFTER HOURS POOL RENTALS TERMS & CONDITIONS

1. The City of Richmond Parks and Recreation Department shall be responsible for making decisions regarding the acceptance of pool reservation requests in keeping with the following factors: other planned use of pool facilities, size of groups, condition of park grounds and/or the facility in question, and the availability of parking space.
2. Pool Reservations may be made at the beginning of each year.
3. Any use of tents or other special apparatus must be approved *in advance*.
4. No damage to or destruction of any facility shall be permitted. Groups and people using the pool facility shall be responsible for any damage to turf areas or pool facilities occurring during their use thereof.
5. NO ALCOHOLIC BEVERAGES or SMOKING shall be permitted.
6. Parking in the grass is not permitted.
7. Members of the group shall not conduct themselves in such a manner as to interfere with the enjoyment of the park and park facilities by other people and groups.
8. The group and its individual members shall indemnify and hold harmless the City of Richmond, Kentucky from any and all claims and demands of every kind and descriptions arising from or associated with the use by the group and its members of park facilities.
9. The group will itself provide such supervision over its members and guests as may be necessary to ensure the safety and well being thereof including, without limitation, any children participating in the group event. One adult chaperone shall be present for every 10 people at a youth/teen/college event.
10. All pool rules apply.
12. Rescheduling- In the event of a thunderstorm, other related weather event, or an unforeseen incident the pool may close for health and safety reasons. If the pool must close for the night, the group will be able to reschedule for another day- at least one week following the original party date (due to lifeguard scheduling). If the group who is reserving the party cancels the party a week or more in advance, the party can be rescheduled. If there are no dates available, a request for refund form can be completed to receive a refund, minus a \$50 processing fee.
13. The violation by the group, or any member or guest thereof, of any term or condition specified herein shall be cause for the expulsion of the group from the facility and shall render ineligible for future use of the facility.
14. **PLEASE HAVE A REPRESENTATIVE AT THE FRONT DESK TO ASSIST WITH CHECK IN SO ONLY GUESTS ARE ADMITTED DURING THE PRIVATE EVENT.** Guests will be asked to check in at the front desk.
15. Season Pass holders will not be allowed to enter the facility during private parties unless they are invited guests.
16. Groups agree to vacate the facility by the agreed time.
17. The group's signatory party to this agreement does hereby represent and agree that:
 - a) He/she has fully reviewed the agreement and hereby represents and agrees that the group in question, and its individual members, shall be bound thereby;
 - b) He/she has full and complete authority to sign this agreement on behalf of the group and to bind the group and its individual members to the terms hereof with such signature;
 - c) He/she has fully inspected the facility to which this agreement has application and has found same to be suitable for the intended use by the group and without any unsafe conditions or defects



PARADISE COVE AFTER HOURS RENTALS

Call for availability No reservations Memorial Day or Labor Day Weekends

Tentative Reservations available: Saturdays 7:20 pm-9:00pm
Sundays 6:15pm-8:00pm
Fridays in August: (Time TBD)

Please make checks payable to: City of Richmond

Reservation Date: _____ Time of Use: From _____ To _____
Name of Contact Person: _____
Name of Group: _____
Address: _____ City/State/Zip _____
Email: _____ Date of Birth _____
Home Phone No: _____ Cell Phone: _____

Facility Reserved: _____ Lap Pool Only _____ Feature Pool Only _____ Both Pools
of People _____ Deck Only _____
Concession Stand _____ Concessions CLOSED _____ Concessions OPEN _____
(Front Desk STAFF Please Contact Concession Workers)
Public/Private Event _____ Private Event _____ Open to the Public*

**If this is a public event, the City of Richmond reserves the right to request a copy of the organization's liability insurance listing the City of Richmond as additionally insured.*

I have read the foregoing policies and rules and I agree to honor and to be responsible for making sure that my organization or group is aware of them also.

By: _____ Date: _____
(Signature of group representative)

Please Initial Below

- _____ No Smoking or Alcohol Permitted
- _____ Group must place all trash in proper receptacles.
- _____ A Group Representative must be present at the Front Desk to check in attendees.
- _____ Party Participants must wait to enter the facility at the designated party time. If participants paid admission prior to close, they will have to exit the facility and re-enter with the party.
- _____ Group will leave facility by agreed time.
- _____ Deposit will be made upon scheduling party and signing agreement.
- _____ Cancellations must be made within *one week* of scheduled date for full refund.

CONCESSIONS

- _____ Concession stand OPEN to attendees (Regular menu prices) (Min. \$50 purchase).
- _____ Concession Stand CLOSED
- _____ I will be having my event catered. (Note: Food Trucks must follow additional guidelines)

-DO NOT WRITE BELOW THIS LINE -STAFF USE ONLY-

Price List-

DEPOSITS TO BE PAID IN ADVANCE (AT LEAST TWO BUSINESS WEEKS PRIOR TO RESERVATION)

Pricing Includes lifeguards, facility rental for up to 2 hours, and cleanup.

- \$ _____ (\$250) Deck Only – no swimming
- \$ _____ (\$375) Lap Pool Only- (Up to 75 ppl)
- \$ _____ (\$50) Add ON (1-25 Extra ppl) \$ _____ (\$100) Add ON: (26-100 Extra ppl)
- \$ _____ (\$600) Feature Pool Only (up to 500 ppl, no extra ppl)
- \$ _____ (\$900) Both Feature Pool and Lap Pool (up to 1100 people, no exceptions)
- \$ _____ (\$50) PER Extra Lifeguard required for teen or college event
- \$ _____ **Total** **Date paid:** _____ **Initial** _____ **Receipt#** _____ **SQL:** _____ **Till:** _____

- \$ _____ (\$250) Deposit \$250 *Deposit is to be refunded if rules and regulations are followed.*
Deposit should be made as a separate credit card payment and will be applied to the final balance if no infractions to the rules and regulations occur.
- _____ Certificate of Liability with City of Richmond listed as additionally insured. (Public Events)