**APPLICANT/ORGANIZATION INFORMATION**

Applicant/Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Number \_\_\_\_\_/\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_

Individual Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Number \_\_\_\_\_/\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_

Applicant/Organization Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_ E-mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EVENT/RENTAL INFORMATION**

Rental Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Additional Date(s) Requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advance completion of the group reservation applications, at least two (2) week prior to your reservation, is required. Groups/organizations consisting of 20 or more must complete the application. All guests attending your outing are included in the head count. Reservations are available on a first-come-first serve basis.

Day(s) Requested □ Monday □ Tuesday □ Wednesday □ Thursday □ Friday □ Saturday □ Saturday

Date(s) Requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time From: \_\_\_\_\_ □ AM □ PM To: \_\_\_\_\_ □ AM □ PM # of Guest Expected \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Additional Hours must be approved by the Aquatic Supervisor. \*

**LAP LANE RENTALS (FMC)**

Lap Lanes are also available for rental at FMC during normal hours of operation.

**Fees** Resident $30.00/Non-Resident $45.00 per hour, per lane.

**OFFICE USE ONLY**

RESERVATION # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHECK # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RECEIPT # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REQUEST RECEIVED \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_ ENTERED RECTRAC \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_ BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RENTAL FEES $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CERT. OF INSURANCE RECIEVED \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_\_

ADDITIONAL FEES $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ APPROVED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TOTAL DUE** $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DEPOSIT PD. $­­­100.00 **AMOUNT DUE** $ \_\_\_\_\_\_\_\_\_\_­­\_

**Reserving a Facility**

Reservation of a FMC facility requires a completed, signed rental application. Rental is not confirmed until ALL Fees have been paid for, for the rental.

Facility rentals may not be allocated more than 3 months in advance. Exceptions may be made for special circumstances with the approval of the Aquatics Supervisor (i.e. annual events or special events), at which time, Applicant/Organization may enter into an agreement with the FMC Natatorium.

**FMC Natatorium Reserves the Right**

1. To approve or deny any request submitted for facility usage.
2. To cancel or re-locate any scheduled rental to another location due to scheduled FMC functions/programs.
3. Cancel any rental due to inclement weather including but not limited to: Lightning, Thunder within in 30 minutes or 10 miles, tornado watch or warning, pool health code requirement, unsafe conditions. Every effort will be made to reschedule.

**To Make a Reservation**

1. Complete and sign/date the rental application and mail it or return it with all fees to the Guest Services located at FMC.
2. Requests for facility use will then be reviewed for availability and applicant/organization will be notified by phone and or email within 5 business days of receipt of application.
3. Reservation is on a first come first serve basis and not considered RESERVED until you receive a receipt for facility

**Rental Payment Information**

All Rentals must be paid in full when submitting the Pool Rental Application/ Agreement. The money paid will be placed on the Household Account and applied to the Rental once the Application is approved. If the Application Date is unavailable the party can either request a secondary date or ask for a refund.

**Cancellation/ Refund Policy**

Cancellations must be submitted in writing to the Facility Manager, by the person who signed the contract, at least 10 days prior to event in order to receive a deposit refund. No deposit refund will be granted on rescheduled bookings of a cancelled contract.

**OTHER CANCELLATIONS**

Your rental may be cancelled by FMC staff to ensure the safety of our guests. Examples may include, but not limited to; inclement weather, maintenance issues or unsafe conditions. In the event we cancel your reservation prior to the start of the rental, you may reserve another date/time, if available, or receive a full refund. Every attempt will be made to reschedule, however due to other scheduling commitments, space may not be available. If the rental begins and needs to be cancelled during the rental due to, but not limited to, the above conditions, there will be no refund or alternative date. Staff will monitor the weather and if needed, will call rental host prior to rental to discuss weather conditions and options.

* At the FMC Natatorium if the Lightening Alert System is activated, lightening is spotted or Thunder is heard AND a severe thunderstorm warning or watch has been issued the pool will remain closed until the Lightening Alert System signals an all clear or for a minimum of 30 minutes from the last time lightening or thunder was last spotted or heard.

**Behavior Management Policy**

All participants are expected to exhibit appropriate behavior at all times. The following guidelines have been developed to help make programs safe and enjoyable for all participants. Additional rules may be developed for specific programs as deemed necessary by staff. The agency insists that all participants comply with a basic behavior code. All participants shall:

1. Show respect to all participants, staff, and volunteers. Participants should follow program rules and take direction from staff.

2. Refrain from using abusive or foul language.

3. Refrain from threatening or causing bodily harm to self, other participants, or staff.

4. Show respect for equipment, supplies, and facilities.

5. The following infractions will constitute utilization of the discipline procedures.

* + Harming ones’ self-such as, but not limited to:

a. Leaving grounds without permission.

b. Leaving designated group without permission.

c. Climbing on objects that are not recommended by staff.

d. Physical damage to self.

e. Possession, use or transfer of alcohol, illegal drugs, tobacco or tobacco products and cannabis and e-cigarettes/vape pens.

* + Harming others such as, but not limited to:

a. Fighting

b. Throwing objects at or near others.

c. Bringing or using weapons, i.e., knives, glass, sharp objects, etc.

d. Hitting, kicking or biting others.

e. Extreme verbal abuse.

f. Profanity

g. Showing disrespect to other participants and staff.

h. Other aggressive behavior including any verbal or physical bullying.

* + Damage to Property

a. Vandalism

b. Tantrums resulting in damage to property.

c. Breaking, damaging or destroying property.

* + Theft

a. Taking any item that does not belong to the child

**Rental Rules & Regulations**

**The following rules/regulations must be obeyed by the renter and their guests at all times. Failure to adhere to the following rules/regulations may result in: 1). Immediate closure of the event and forfeiture of fees. 2). Disqualification from future rentals, and if necessary 3). Local Law Enforcement official may be notified.**

1. All guests (including mom & Dad) are included in the head count.
2. Inclement weather: Please see cancellation policy.
3. All pool rules and regulations, including the Behavior Management Policy, apply during your rental, and for your safety, will be strictly enforced.
4. All guests are subject to our zero tolerance policy. Guests who repeatedly violate rules/regulations will be asked to leave FMC property and are subject to suspension.
5. Alcohol or any other illegal substance is prohibited in FMC Aquatic Facilities and in conjunction with FMC Aquatic Rentals or Reservations. Guests who may be under the influence will be asked leave by other means than driving.
6. Smoking is strictly prohibited in FMC Aquatic Facilities.
7. FMC staff reserves the right to implement/enforce new rules/regulations as they apply to ensure the safety of our guests.
8. All functions conducted in FMC facilities must be in accordance with FMC’s standards, and therefore, not be in violation of any FMC regulations and or ordinances.
9. All organizations in association with FMC through rentals, field use or tournaments must follow all FMC Rules and Guidelines including but not limited to: ADA Policy, Non-Discrimination and Harassment Policy, Smoking Policy, as well as the FMC general use ordinances.

I certify that all the information as listed above is accurate and correct. I have read the Facility Rental Regulations pertaining to the use of the FMC Natatorium and will 1). Be responsible for all injuries caused by such use, 2). Adhere to the rental hours agreed to through the signed contact and 3). Reimburse the FMC Natatorium for all loss or damage to FMC equipment/property caused by such use. In consideration of participation as specified at the location requested, for the date(s) and time(s) requested, I do hereby release and hold harmless for FMC from any and all liability or claims for damage or injury to person or property of the undersigned due to permitee’s use of said facility (ies), by reason of any act or omission by FMC or any of it officers, agents or employees or the condition of its property.

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_

**POOL RULES (FMC Natatorium)**

* Lifeguards are on duty to enforce rules and respond to emergencies. Please do not distract them.
* Guests and members entering the facility must provide a current season pass, membership ID or pay the daily admissions fee. Guests paying a daily admissions fee must provide proof of residency (state issued photo ID) or pay the non-resident fee.
* Admissions to the pool shall be refused to all persons having any contagious disease, any infectious conditions such as colds, fever, diarrhea, vomiting, discharge of any kind or any other condition that appears infectious.
* Children 10 & under must be accompanied by a responsible individual 16 years of age or older. Never leave small children unsupervised in or near water. Never swim alone.
* Only U.S. Coast Guard approved Type 3 floatation devices are permitted. Parent/Guardian must actively supervise, in the water, children using life vests and/or children with limited swimming abilities and remain within one arm’s length reach.
* Children who are not toilet trained must wear swim diapers with tight fitting plastic pants.
* All guests are encouraged to shower with soap before entering the pool.
* Swimsuits only. For protection from the sun, plain white t-shirts are allowed.
* Running, diving in unauthorized areas, rough play and/or similar behavior is strictly prohibited.
* Flotation devices, toys, snorkels, fins and masks are not allowed unless part of an organized class/special event.
* Please leave all valuables at home. FMC is not responsible for lost or stolen items.
* Electronic devices are not permitted in the locker rooms.
* Outside coolers are not permitted. For your convenience, items are available for purchase at our concessions stand. All food items must remain in the concessions area and are not permitted on deck. Plastic water bottles with sports caps are permitted on the deck area. No glass containers allowed.
* Possession, use or transfer of alcohol, illegal drugs, tobacco or tobacco products, cannabis and e-cigarettes/vape pens will result in immediate ejection and the proper authorities will be notified.
* Management may enforce other rules as they may apply to ensure the safety of our guests.

**LAP SWIM RULES (FMC Natatorium)**

* Must be 14 years of age or older.
* Swim on the right side of the center lane.
* Please swim in a counter clockwise pattern.
* When entering a lane, give the current swimmer the right of way.
* When passing another swimmer pass to the swimmer’s left, down the middle of the lane at full speed. Once you have finished passing, swim to the right of the lane.
* When resting, move to the outside corner to allow others swimmers to pass easily.
* Do not hang on lane lines.
* If you use kick boards or pull buoys, please put them away when exiting the pool.

**DIVING BOARD RULES (FMC Natatorium)**

* Exercise caution and follow the direction of lifeguards.
* Do not move fulcrum.
* One person on the board at a time, one bounce per turn.
* Make sure diving area is clear of swimmers before diving.
* No flips, inward dives, handstands or cartwheels permitted.
* Jump/dive straight off the end of the board, not to the side.
* Swim to the nearest designated ladder after using the diving board.
* No swimming under the diving boards or in the diving area.
* Non-swimmers are not permitted.
* Diver assumes all risks of injury due to misuse of the diving board or failure to follow rules.

**REASONS FOR POOL CLOSURE… We reserve the right to close our pool for the following reasons.**

* At FMC if the Lightening Alert System is activated, lightening is spotted or Thunder is heard AND a severe thunderstorm warning or watch has been issued the pool will remain closed until the Lightening Alert System signals an all clear or for a minimum of 30 minutes from the last time lightening or thunder was last spotted or heard.
* Fecal incidents may cause pool closure for up to 24 hours.
* Mechanical issues or any other unforeseen instances.
* Temperature below 69 degrees.
* Low attendance (10 or less).