

Town of Sudbury

Park & Recreation Department

Park and Recreation Department
40 Fairbank Road
Sudbury, MA 01776
978-443-1092
McNamaraK@sudbury.ma.us

Pool Rental Form

The Atkinson Lap Pool and Dive Well are available for rental by completing the following form in its entirety; and attaching an appropriate schedule. The completed form must be given to a supervisor, and all pool rules must be followed. Completing this form does not guarantee rental.

Payment is required with the rental request form. No rental will be reviewed without payment.

All rentals must be made 48 hours in advance. No rentals will be taken without the completion of this form. No rentals will be accepted day of.

A twenty-four-hour notice must be given for cancellation. All cancellations will be assessed a \$5.00 fee. If cancellation is less than a twenty-four-hour notice, there will be no refund.

	ALL RENTALS HAVE A ONE HOUR MINIMUM		
POOL	NORMAL HOURS	OFF HOURS	AFTER HOURS
Lap Pool	N/A	N/A	\$202 per hour
Lane	\$25 per hour/per lane	\$23.00	N/A
Dive Well	\$38.00	\$35.00	N/A
Half Dive Well	\$19.00	\$17.00	N/A
	Off hours are Monday – Friday between 1:00pm – 3:00pm During the school year, excluding holidays and school vacations		

Swim Lanes rentals during normal operating hours are for instruction only. Instructor must hold a certification in at least one of the following: Red Cross WSI, USA Swimming, or ASCA/USA Masters Swimming. A copy of the certification must be presented with the completed rental form.

Dive Well rentals requesting use of diving board are for Dive teams only. All rental requests for the diving boards must be made by a dive certified coach; who will be present during the rental time. A copy of the coaches USA Diving certification and CPR/First Aid/AED certification must be attached to the request. A coach must be present at all times when diving boards are in use.

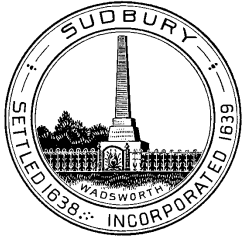
Lifeguards are provided by Atkinson for rentals. Private lifeguards are not allowed; all lifeguards must be Town of Sudbury Parks, Recreation, and Aquatics employees.

Insurance – A certificate of liability is required for all pool rentals. Pool rental requests will only be viewed if a copy of your certificate of liability, listing the Town of Sudbury as additionally insured, is attached to this form.

I have read and understand all conditions of my rental request. I understand submitting a request does not guarantee rental.

Signature

Date



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Pool Rental Form

Rental #: _____

Organization/Group: _____

Contact Name: _____

Contact E-mail: _____

Contact Address: _____

Home Phone: _____ Cell Phone: _____

Rental Information

☐ One Time Use ☐ Seasonal Use – Attach Schedule ☐ Program Use – Attach Program

Rental Date: _____ Rental Time: _____

Area Requested: ☐ Dive Well ☐ Half Dive Well ☐ Dive Well & Diving Boards

☐ Whole Lap Pool ☐ Lap Pool - # of Lanes _____

☐ Lap & Dive Well - # of Lanes _____ ☐ Lap & Half Dive Well - # of Lanes _____

Reason For Rental: _____

Of People Expected: _____ Age range: _____

Will you be bringing equipment: ☐ Yes ☐ No

What Equipment will you be bringing? _____

FOR OFFICIAL USE ONLY

Date Received: _____ Date Reviewed: _____ Reviewed By: _____

☐ Approved ☐ Denied Amount Due: _____ Cash: _____ Check #: _____

Copy of all documentation provided: ☐ Yes ☐ No Scheduled: _____