

# Village of Spencerville Pool Rental Agreement

(Revised on 4-6-2010)

**Contact Information:**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (C): \_\_\_\_\_ Phone (W): \_\_\_\_\_

**RENTAL INFORMATION:**

Date of Rental: \_\_\_\_\_ Rain/alternate date: \_\_\_\_\_ # of Guests Expected: \_\_\_\_\_

**PRIVATE RENTAL** \_\_\_\_\_ Fee of \$100.00 for 2 hour party includes admission for up to 75 guests, each additional guest over 75 is \$2.00. All guests (swimmers or non-swimmers) attending the rental are included in the head count. Full payment is due at the time of the reservation. All reservations shall be made at least 1 week in advance. In the event of a cancellation, a 48 hour advanced notice is required.

\_\_\_\_ Monday – Saturday (7 to 9:00 p.m.)    \_\_\_\_ Sunday (6 to 8:00 p.m.)    \_\_\_\_ Other \_\_\_\_\_

**REFUND POLICY:**

Refunds will only be granted if a 48 hour advanced notice is received; alternate date shall be utilized during inclement weather.

**AGREEMENT/PAYMENT INFORMATION:**

By signing this form, I acknowledge that I have read and agree to abide by all Village of Spencerville Pool rules and regulations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Payment Amount \$: \_\_\_\_\_ Check Payable to **Village of Spencerville** (ck#: \_\_\_\_\_) or Cash Payment

**OFFICE USE ONLY**

**Reservation #:** \_\_\_\_\_

**Receipt Number:** \_\_\_\_\_

**Total Number of Guests:** \_\_\_\_\_

Type:	Rental Fee:	Additional Fee:	Total Payment Due:	Amount Received:
Application Approved:    ____ Yes    ____ No                      Date Approved: _____ If not, please specify: _____				
Manager Signature: _____			Date: _____	