



JEFFERSON POOL RESERVATION FORM
(Important reservation information listed on the back of this form)
915 Third Street • Menasha, WI 54952-3190 • (920)967-5163

OFFICE USE ONLY	
Rental Fee Paid	\$
Reservation taken by	
Office Notes	

Type of Event: _____ Date of Event: _____

Company/Organization (if applicable): _____

Person in Charge: _____ Daytime/Cell Phone#: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Contact email address: _____

Private Pool Rental (available Saturday-Sunday evenings 7-8:30p) Some Sunday mornings 10am-12:00p may be available Times determined when reservation form is turned in \$165 / hour includes lifeguards paid at time of reserving	
Date:	Anticipated Group Size:
Time:	General Ages of Guests:
Groups of 20 or more (during open swim times) \$2.25 / person paid upon entrance to pool day of event	
Date:	Anticipated Group Size:
Time:	General Ages of Guests:

- **Please contact our office if you will require tables pulled together.**
- **Indicate whether you would like to have the deep end and slide open. Any guests under the age of 13 will be required to pass a swim test.**

READ and INITIAL the following indicating your agreement AND SIGN below:

- ____ I agree to save and hold harmless the City of Menasha from any claim for damage or injury arising out of our activities in connection with the date of this event.
- ____ I further understand this agreement to indemnify any and all liability of the City of Menasha to include costs of defense and attorneys' fees and/or damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence that such damage or injury was caused solely by the City's negligence.
- ____ It is understood that this event may not be publicized in any way that implies that it is sponsored, co-sponsored, endorsed, or approved by the City of Menasha.
- ____ I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of the Menasha Pool and choose not to negotiate any terms of this agreement.

Signature: _____ **Date:** _____

CITY OF MENASHA JEFFERSON POOL - RENTAL POLICIES AND POOL RULES

1. The pool cannot be used for gatherings/activities that knowingly promote discriminatory or harassing behavior, are derogatory to any individual/group, or are obscene/pornographic in nature or any other purpose which is illegal or against City of Menasha ordinances.
 2. No person shall vend, sell or offer for sale any food, beverage or other commodity or article to the public without authorization from the City of Menasha. Individuals or groups obtaining such authorization are responsible for obtaining all necessary permits/licenses for their function.
 3. Reservations must be made at least two weeks in advance. The rental fees must be paid in full at the time of application. Telephone reservations or "holding" a date are not accepted.
 4. **Rental Cancellation Policy.** If a cancellation is made at least 10 days prior to the scheduled event, the full rental fee will be returned, less a \$10 administrative fee. If cancellation notice occurs less than 10 days prior to the rental date, a \$25 administrative fee will be withheld from the rental fee. Private party reservations cancelled by pool management staff due to weather or unforeseen circumstances will be refunded in full.
 5. Admission to the pool is refused to all persons having any disease or any condition which has the appearance of an infectious condition (open sores, rashes). Persons with pads, adhesive tape, or any kind of bandage will not be admitted. Jewelry is to be removed.
 6. Guests must shower before entering the pool and after use of toilet facilities.
 7. No one is allowed in the pool with street clothes on. (EXCEPTION: Parents supervising children in zero-depth area.) Clean street shoes (i.e. sandals) allowed on deck. Guests in the pool area must wear a swimsuit, cut-offs are not allowed. Clean shorts or suits must be hemmed.
 8. T-shirts or rash guard must not be worn in the water, unless it's for medical reasons (i.e. severe sunburn). Aqua shoes are not allowed.
 9. Carry-ins are allowed, concessions must be consumed in the grassy area, the concession area next to the pool concession stand, or by the zero-depth lounge chair area. **Absolutely no glass containers or alcoholic beverages.**
 10. Chewing gum, smoking, e-devices or smokeless tobacco is not allowed inside the fenced-in pool area. Smoking allowed at bench area outside of the pool.
 11. Personal lounge chairs are permitted inside the pool area.
 12. Pool toys, water wings and flotation devices are allowed out to the first section rope in the zero-depth area only. Life jackets, small, clean inner tubes and air mattresses are permitted in the zero-depth section only. Diving sticks are allowed in shallow and 5' sections only. Goggles are permitted.
 13. Super soakers, rings and Frisbees are not allowed in the pool or grassy areas. Small, soft "nerf" balls may be used in the shallow section and grassy areas only if their use does not disturb others.
 14. Unattended children nine years old and under will not be allowed in the pool unless accompanied and watched at all times by an individual 13 years of age or older.
 15. Diapers - Kids with soiled diapers are not allowed in the pool. Plastic pants (with elastic waist and legs) or Little Swimmer type diapers are strongly recommended.
 16. Unruly activity in the pool area will not be tolerated.
 17. General Conduct:
 - Any guest suspected to be under the influence of alcohol or drugs should be asked to leave immediately.
 - No running, rough play, or boisterous behavior.
 - No spitting or spouting water.
 - No sitting or pulling on lane markers.
 - Use of cameras of any kind is not allowed in the changing rooms.
- Diving Boards, Jump Platform and Drop Slide
- Front diving is only allowed off the 1/2 meter board.
 - Persons using 3-meter jump platform must enter water feet first. No diving.
 - No sitting or hanging on the board or platform.
 - Two bounces on the diving board. Board may not be adjusted by user.
 - Board and platform users must go straight off.
 - Diving from deck area is not permitted.
 - No swimming under the diving board platform or dropslide.
 - Divers must allow people ahead of them to reach side of the pool before diving.
18. DROPSLIDE & DEEP WATER Any children ages 5-12 must have a deep water pass (metal tag) before entering the deep section. We can perform deep water testing for interested individuals. Speak to a pool manager upon arrival.
 19. No chicken fights or jumping near a guest in the water.
 20. Parents may not be in the water to assist young kids going off the board or drop slide; they must be on the side of the pool or on the side of the deck ready to assist a child. Exception: parents may be in the plunge pool.
 21. Kids ages 6 and older are expected to be able to change by themselves in the appropriate changing room. Caretakers may request to accompany children 5 and under to change. (Example: dad taking daughter into boys changing room).
 22. The City of Menasha reserves the right to cancel or deny reservations for just cause.