



**Your Home Port®**

DEPARTMENT OF PARKS AND RECREATION  
201 North Webster Street • P.O. Box 307 • Port Washington, WI 53074  
Phone: 262-284-5881 • Fax: 262-284-7678

**APPLICATION FOR WATERPARK -  
and/or REC CENTER RENTAL**

Applicant's Name \_\_\_\_\_ Organization \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Date of Reservation \_\_\_\_\_ Hours \_\_\_\_\_ Estimated Attendance \_\_\_\_\_  
Type of activity/event \_\_\_\_\_

<b>Waterpark</b> _____	<b>Recreation Center</b> _____
After hours rental: \$175/hr. Residents; \$350/hr. Non-residents (1-50 people) \$225/hr. Residents; \$400/hr. Non-residents (51-99 people) \$275/hr. Residents; \$425/hr. Non-residents (100+ people) (Requires a \$50 non-refundable deposit)	\$30.00 per hour
Rental Fee \$ _____	Deposit \$ _____ Balance \$ _____

I, the undersigned, am 18 years of age or older, and understand and agree to abide by the City of Port Washington Parks & Recreation Department's policies and procedures (*see reverse side of application*) for rental of park areas and facilities. I am also aware that in renting a park area or facility for myself and/or other participants whom I invite for involvement in the above rental, I will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, death, damages or loss in which myself and/or my invited participants might sustain as a result of rental or use (including but not limited to, transportation services/vehicle operation, when provided). I do hereby fully release and forever discharge the City, its employees, officers, agents and sponsors from any and all claims for injuries, death, damages or loss that my minor/ward or I may have or which may accrue to me or my minor child/ward or to my family, my estate, my heirs and/or assigns, arising out of my rental or use of the facilities. I will instruct my group of these rules and conditions and ensure that they abide by them as well.

\_\_\_\_\_  
**Applicant's Signature** **Date**

Your application for reservation of Pirates' Hollow Waterpark and/or Recreation Center has been approved and the area noted above is reserved for your use on the date and for the time indicated. The person in charge should have this permit with him/her on the date of the reservation.

\_\_\_\_\_  
**Parks & Recreation Dept.** **Date**

## **WATERPARK/REC CENTER RENTAL APPLICATION** **POLICIES AND PROCEDURES**

1. All functions in City of Port Washington Parks & Recreation facilities must be in compliance with all City regulations and ordinances
2. Applications for use of City facilities must be made at the Parks & Rec Office. Applications must be completed in full and signed by an adult (18 years or older) who must assume responsibility for the group and be present during the entire rental period. Inaccurate information will result in cancellation of the permit with the loss of rental charges and/or deposits
3. Absolutely no alcohol consumption or smoking shall be allowed
4. The City reserves the right to terminate or reschedule any and all permits for any reason deemed to be in the best interest of the City. Disorder amongst patrons may be grounds for cancellation of a permit and subsequent denial of future permits
5. Pool rental hours begin immediately after open swim session, or before 12:00 noon on days when there are no swim lessons. Tuesday & Thursday after 7:00 p.m.; Saturday or Sunday after 6:00 p.m.
6. Individuals, groups and organizations are responsible for any set up, clean up and orderly condition of the facility upon their departure. Any damages to facilities deemed to be in excess of normal wear and tear, or excessive clean up, will be charged to the individual signing the application. The City reserves the right to require a security deposit from any group utilizing a City facility
7. Please notify the Parks and Recreation Department if cancellation of this park area or recreation facility use is necessary. Deposit is non-refundable. In the event that Parks & Rec. staff need to cancel an event, an attempt will be made to reschedule. If the event cannot be rescheduled, the rental fee minus the deposit will be refunded.
8. Pool rental is for a one (1) hour minimum, and a two (2) hour maximum.
9. Dependent upon the nature of the activity, rental groups may be required to submit a certificate of insurance naming the City of Port Washington Parks & Recreation Department as additionally insured for not less than \$1,000,000.00 per occurrence
10. Bring your own snacks and soft drinks; snacks must be kept in patio area
11. One (1) parent supervisor is required for every fifteen (15) children
12. On-duty lifeguards are provided and cost is included in reservation fee
13. Pool rental requires a non-refundable \$50 deposit. Balance of fees must be paid in full to the pool staff on the day of the reservation
14. For safety reasons, inflatable's may be allowed or prohibited in the life-guard's sole discretion
15. Group members must follow all operational rules of Pirates' Hollow Community Waterpark.  
Applicant is responsible for the behavior of the group
16. Lifeguards have the authority to cancel a reservation due to weather conditions and/or for the health and safety of the group or participants.
17. Waterpark staff may play appropriate musical selections brought by the applicant or group.
18. Facility rental policies and procedures are subject to change without prior notice

***Revised 04/26/17***