

Instructions for completing the Pool Party Request Form

This facility can be reserved by a resident of the Town of Bethlehem with a valid pool pass.

Please contact the Parks and Recreation Department at 518-439-4955 Ext. 2131 to determine availability on your preferred date(s) **OR** you may check availability using our online system

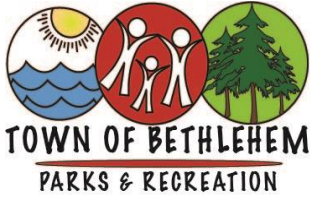
<https://register1.vermontsystems.com/wbwsc/nybethlehem.wsc/splash.html>

The fee for use of this facility is \$135.

Complete the form, print, and remit with payment (cash, check, MC, Visa, Discover) to:

Town of Bethlehem Parks and Recreation Dept.
261 Elm Avenue
Delmar, NY 12054
Fax (credit card only) 518-439-2144

Your reservation will then be approved and confirmation/receipt will be emailed or mailed within 5 business days.



TOWN OF BETHLEHEM
Albany County – New York
PARKS & RECREATION DEPARTMENT
 ELM AVENUE PARK
 261 ELM AVENUE, DELMAR, NY 12054
 (518) 439-4955 Ext. 2131
 FAX (518) 439-2144
E-mail: parks@townofbethlehem.org



POOL PARTY PERMIT

Please Print Neatly!

Today's Date: _____

Date Requested: _____

Time: Choose one time slot: Mon-Fri: 4pm-close
 Sat/Sun: 12-3pm
 Sat/Sun: 4pm-close



Type of Party: (Be Specific): _____
(Fee includes 20 wristbands)

Name of Person Responsible: _____

Address: _____ **Zip:** _____

Phone (H): _____ **(W):** _____ **(Cell):** _____

E-Mail Address: _____

- ◆ The reservation contact listed on permit is legally responsible for any and all actions of the group while they are at Elm Avenue Park. This person will be held financially responsible for any and all damages to park property caused by a member of his/her group. This person is responsible for his/her group's adherence to all permit guidelines.
- ◆ The reservation contact hereby acknowledges that he/she has read, understands and agrees to comply with the guidelines outlined on this form.
- ◆ The reservation contact agrees to hold harmless and completely indemnify the Town of Bethlehem, its officers, agents and employees, in any claim of personal injury or property damage in any way arising from use of this facility.

INDICATE CREDIT CARD TYPE: MASTER CARD VISA DISCOVER

Credit Card #: _____ Exp. Date: _____

PRINT Name of card holder: _____

This permit must accompany person responsible to the event

Please see important information and guidelines on the back of this permit. Over →

ELM AVENUE PARK POOL PARTY INFORMATION & GUIDELINES

GENERAL INFORMATION: The party area may be reserved according to the following schedule (no parties on July 4):

Mon-Fri: 4pm-Close (clear area 15 min. prior)

Sat & Sun: 12Noon-3pm (clear area by 3:15pm)

Sat & Sun: 4pm-Close (clear area 15 min. prior)

The party area may be reserved by residents of the Town of Bethlehem with a valid pool pass.

The permit must accompany the person(s) responsible to the party. All patrons must follow all pool rules & regulations.

LOCATION: The party area includes the shelter with picnic tables and marked off grass area in Splash Islands.

WHAT ELSE IS INCLUDED:

- ◆ Use of wagon to transport party supplies from your car to party area. (*optional*)
 - ◆ Shout-out from pool PA system.
 - ◆ White board greeting.
 - ◆ 20 wristbands will be secured by pool attendant.
 - All party attendees including host(s) are included in count even if they don't swim.
- EXCEPTIONS:** (The following do not need to be a part of your count and will not receive a wristband)
- Valid season pass holders.
 - Senior citizens with a pool pass.
 - Resident children under age 5.
- If your party exceeds 20, each additional attendee is \$4.25 and will receive a special wristband. Payment due at end of party.

PROCEDURE:

- ◆ On day of party, present your party permit to the Attendant in the SEASON PASS line. Attendant will secure your wristband(s).
- ◆ Each member of your party must also check in at the SEASON PASS line to receive a wristband for admission (max. 20 wristbands per party).
- ◆ Once wristband is secured, proceed to the party area in Splash Islands and have fun!!

Any violation of the above guidelines may result in immediate revocation of the permit and may jeopardize future usage. Any questions or cases not covered in the above guidelines will be decided by the Administrator of the Parks & Recreation Department.

SEATING CAPACITY: The party area has 6 picnic tables.

RESTROOMS: Locker rooms and restrooms are available in the pool complex and are open to all party guests.

CONCESSION STAND: The concession stand is open daily (weather permitting) from 11:30am-6pm.

PARKING: All vehicles must park in the pool parking lots. Vehicles may not park on the grass or the roadway.

ACCESSIBILITY: The party area is wheelchair accessible. The Olympic size pool has stairs and a pool lift.

BEVERAGES: All beverages must be served in non-glass containers. Glass bottles are not permitted. Alcoholic beverages/products are not permitted.

DECORATIONS: Do not use tacks, nails or staples on the tables. Decorations must be removed.

PETS: Pets are prohibited.

CLEANUP & DAMAGES: Cleanup and damages are the responsibility of the group or individual holding the permit. The Parks and Recreation Department will remove all trash placed in trash receptacles. Please do not leave trash bags outside of the receptacles.

CANCELLATIONS: If you decide to cancel, this office must be notified at least 1 week prior to your party in order to receive a refund. A processing fee of 10% will be applied. In case of thunder/lightning, the pool complex will be cleared, and your party will be asked to move to the Warming Area. If pool remains open, refund will not be granted. If pool re-opens during your scheduled party time you may re-enter.