

## PARTY PACKAGE (PUBLIC SWIM SESSION) – REQUEST FORM

- **THIS IS NOT A PRIVATE PARTY. IT IS ONLY AVAILABLE DURING PUBLIC POOL SESSIONS.**
- **Application must be submitted at least 2 weeks prior to the requested party date.**
- **Submission of an application does not grant automatic approval – approval by ARC staff and the full payment of the Party Package fee (indicated below) are required.**
- **Availability (days and times) varies based on the public swim session schedule.**
- **Cancellations – a minimum 48-hour prior notice is required to receive a refund, a \$30 admin fee is charged for all cancellations.**
- **The primary contact person is responsible for the cleanup of any party debris in the event location(s) and is responsible for any damage incurred during the event.**

### CUSTOMER AND EVENT INFORMATION

PRIMARY CONTACT PERSON (please print): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ EVENT TIME: \_\_\_\_\_ FEE: **\$175 / 2-HOUR PACKAGE**

TOTAL NUMBER OF ANTICIPATED PARTICIPANTS: \_\_\_\_\_

- **Package is for a 2-hour period only (early set up/late clear out is not available), participants must exit by the end of the public session.**
- **Package covers up to 20 participants. It includes pool session (does not include lap lanes), party area (north side, not the pool patio area), chairs, tables and umbrellas.**
- **Party area is an outdoor space directly adjacent to the pool. It is open-air, semi-shaded with umbrellas. Note: the area has walls but doesn't have a roof; it is subject to outdoor temperatures / weather.**
- **Children 6 & under must be accompanied by an adult and kept within arm's reach in and out of the water.**
- **Note: all youth must pass a deep end test (once per season) to swim in the deep end.**

*I agree that while using this City of Alamogordo facility I and those in my party will abide by all facility policies and rules.*

\_\_\_\_\_  
(Applicant – Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Applicant – Signature)

\_\_\_\_\_  
(Date)

### OFFICE USE ONLY:

Date Received: \_\_\_\_\_ Time Received: \_\_\_\_\_ Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_