

City of Okanogan  
POOL RENTAL AGREEMENT



NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

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

DATE OF RENTAL \_\_\_\_\_ TIME OF RENTAL \_\_\_\_\_

Name of responsible adult to be present at the pool \_\_\_\_\_

Estimated number of swimmers \_\_\_\_\_

**RULES AND REGULATIONS FOR USE OF THE OKANOGAN SWIMMING POOL**

1. The applicant shall be responsible for any damage to equipment or property. If, after any activity additional janitorial maintenance is required, other than the normal cleaning process, the applicant may be charged accordingly.
2. Activities for minors must be supervised by responsible adults.
3. Okanogan City Lifeguards will be in charge.
4. The posted pool rules must be followed at all times during the course of the activity. The group must also follow the direction of the lifeguard(s) on duty during the course of the scheduled activity.
5. The Pool Manager may reserve the right to cancel the activities at any time if it seems necessary. Should the event be cancelled by the Pool Manager due to violation of rules, you may not be eligible for a prorated refund.
6. No alcoholic beverages, No smoking, No drugs or anyone under the influence of alcohol or drugs will be allowed on the premises at any time.
7. Fee for renting of the pool is published in the City's Annual Fee Schedule and includes the services of City Lifeguards.

***I certify that I have read and understand Resolution 2008-8 and the above Pool Rental Agreement. I will abide by the rules and regulations pertaining to the use of the Okanogan City Pool.***

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

## RESOLUTION 2008-8

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OKANOGAN APPROVING POLICY AND PROCEDURE FOR POOL RENTAL AND SWIMMING LESSON REFUNDS FOR THE CITY OF OKANOGAN'S SWIMMING POOL.

WHEREAS, it has been determined that it is in the best interests of the City of Okanogan to adopt a policy governing pool rental refunds and swimming lesson refunds; and

WHEREAS, the Okanogan City Swimming Pool is rented periodically to paying customers for events; and

WHEREAS, the City of Okanogan does provide swimming lessons to paying customers; and

WHEREAS, the City Council of the City of Okanogan does desire to implement a policy that will allow refunds for pool rentals and swimming lessons where appropriate.

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Okanogan, Washington as follows:**

#### **Pool Rental Refunds**

1. The Council authorizes the City Clerk/Treasurer to refund all or a pro-rated amount on the following criteria:
2. The request is in writing;
3. If the pool is closed by City Staff for any reason (weather, mechanical failure, health reasons, etc.) before the scheduled event was scheduled to begin, the renter is eligible to receive a full refund;
4. If the pool is closed by City staff for any reason (weather, mechanical failure, health reasons, etc.) after the scheduled event has begun, the customer is eligible for a pro-rated refund equal to the portion of the rental they were unable to receive or may reschedule time as available;
5. If the City receives the written request for reimbursement for any reason 14 or more business days prior to the day of the scheduled rental they may receive a full refund minus a \$10 administrative fee;
6. If the City receives the written request five (5) to thirteen (13) business days prior to the day of the scheduled rental they may be refunded 75% of the rental fee;
7. If the City receives the written request two (2) to four (4) business days prior to the scheduled rental they may be refunded 50% of the rental fee;

8. If the City receives the written request less than two (2) business days prior to the scheduled rental or after the scheduled rental they are not eligible for a refund of any amount;
9. The refund is to the person or organization that paid pool rental fees.

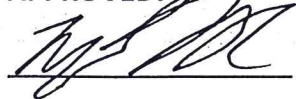
**Swim Lesson Refunds**

1. The Council authorizes the City Clerk/Treasurer to refund all or a pro-rated amount on the following criteria:
2. The request is in writing;
3. If the swim lessons are canceled prior to the beginning of the first lesson by City officials for any reason, the customer may receive a full refund;
4. If the swim lessons are canceled after the first lesson by City officials for any reason, the customer may receive a pro-rated refund equal to the portion of the swim lessons they were unable to receive;
5. If the swim lessons are canceled three business days prior to the beginning of the first lesson by the customer for any reason, the customer may receive a full refund minus a \$10 administrative fee.
6. If the swim lessons are canceled by the customer after the first swim lesson begins the customer is not eligible for a refund of any amount.
7. The customer can appeal any of these policies in writing to the Okanogan City Council. Council decisions are final and binding.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF OKANOGAN

this 7<sup>th</sup> day of OCTOBER, 2008.

APPROVED:



Michael Blake, Mayor

ATTEST:



Craig Attwood, Clerk/Treasurer