



# AQUATICS CENTER RENTAL APPLICATION



**Facility Address: 1115 S. Lafayette Dr, Sumter, South Carolina | 803-774-3998**

**For contract assistance, contact the Visitors Center, 822 W. Liberty Street, Sumter, SC 29150 | 803-436-2640**

*Rental availability is from 6 PM to 8 PM, Saturdays and Sundays only, during Season.*

*All paperwork and payments must be completed two weeks in advance of the event date requested.*

**Date:** \_\_\_\_\_

**GENERAL RULES (YOU MUST READ AND CHECKMARK EACH LINE)**

- All attendees must always obey lifeguards and facility staff - this is for your safety.
- No Loitering in the parking area. All party activities MUST take place inside the pool complex.
- An adult chaperone (21+ years) is required for every event. No children are allowed in the pool without an adult.
- All persons may be required to take a shower, at the staff's discretion, before entering the pool.
- Street clothes, cut-offs, blue jeans, long pants, shorts, t-shirts, bandanas, do-rags, bras, or underwear are not acceptable swim attire. All swimmers must wear designated swimwear to enter the pool.
- Entry into the pool will be refused to all persons having skin, eye, ear, nasal infections, or any contagious disease or lesions that have not healed. Additionally, persons with corn plasters, bunion pads, adhesive tape, rubber bandages, etc., or other bandages of any kind will not be admitted.
- No animals or pets are allowed in the pool complex.
- All persons will be required to exit the water when thunder and lightning are in the area. *(Aquatics Center is not responsible for inclement weather once the event begins).*
- Smoking, drugs, and alcohol are prohibited in the pool complex and parking lot. Any person under the influence of alcohol or drugs will not be admitted to the pool area.
- No running, boisterous, or rough play.
- No profanity or horseplay will be allowed.
- No outside equipment or structures are allowed, including but not limited to silly string, paint products, bicycles, fireworks, skateboarding, etc.
- No masks, fins, or snorkels (goggles that cover eyes only are allowed).
- NO flotation devices other than Coast Guard-approved Type I, II, or III with head pillow life jackets.
- Picnic tables, lounge chairs, and other facility equipment are not to be moved during the event.
- No glass allowed.
- No bouncy houses or loose inflatables are allowed. Balloons are allowed but must be free-standing and always secured.
- Tacks, staples, or nails are not allowed. Tape, ribbon, or soft wire may be used in decorating and must be removed prior to departing.
- Food and drinks are not allowed outside of the covered picnic area.
- Kitchen service area is not included with the rental, and no deep fat frying is allowed in or outside of the complex. Crock pots are allowed to keep food warm.
- Coolers are allowed, but only for prepared foods and non-alcoholic drinks. All coolers will be checked upon entry for approval by facility staff.
- The complex and surrounding area will be left clean as found.
- All trash must be put in the roll-a-way carts.
- All music must be played through the Aquatic Center's sound system. CDs must be provided by the guest. *(Center not responsible for CDs).* Some plug-ins are available for digital devices – call for details. No musical electronics or live entertainment is allowed inside or outside of the pool complex and parking lot. Music approved by Management.
- Ticketed events are not permitted. No money may be collected at the door, or inside the complex during rental.
- No invitations, flyers, or promotional materials, including social media, are allowed to be disseminated to the public. Discovery of this will lead to the immediate cancellation of the event and forfeiture of the deposit.
- In addition to the above, all SC DHEC Rules for Outdoor Pool Use must be followed.

**I (signature) \_\_\_\_\_ HAVE READ AND AGREE TO THE ABOVE CONDITIONS FOR THE USE OF THE CITY OF SUMTER AQUATICS CENTER WITH THE UNDERSTANDING OF COMPLETE RESPONSIBILITY OF ADHERENCE TO THE RULES.**



# AQUATICS CENTER RENTAL APPLICATION



## AQUATICS CENTER RENTAL RATES:

A \$100 non-refundable deposit is required to secure the requested date.  
*If the event is canceled prior to the start of the event due to inclement weather, or if the event is canceled and the required two-week notice is given, the deposit is non-refundable; however, one other date can be chosen within the same season from date of cancellation (based on availability).*

The deposit will be refunded if all conditions of this agreement are met.  
Payment in full is required two weeks prior to the event date, or the event is subject to cancellation.  
**Setup Time Begins:** No earlier than 6:00PM  
**Cleanup Time Ends:** No later than 8:00PM  
\$300 Rental Flat Rate - 2 Hours (**6-8PM**) (Saturdays and Sundays only, during season)

## SECURITY INFORMATION:

The Management of the Aquatics Center requires the Lessee to provide safety/security personnel during the lease period for any party of 50 or more guests. The safety/security personnel will be required to be present 30 minutes before the building is open to the party representative and until at least 30 minutes after the program is completed. The safety/security personnel must be off-duty uniformed Sumter Police Officers. Visitors Center personnel will make all arrangements to secure the required personnel for the safety/security force. I understand the requirement to have Sumter off-duty police officers to act as safety/security personnel during the lease period. I understand that if I have not secured an off-duty uniformed officer, then the Aquatics Center will refuse entry of additional patrons over 75. I also understand that only off-duty uniformed Sumter Police Officers are authorized for security.

(Pay Rate: \$35 per Officer, per hour) Total Hours Security is needed: \_\_\_\_\_ X \$35/hour

**Total Cost for Security:** \$ \_\_\_\_\_ **Balance Due Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Security Officer Fee's Must Be Paid with Separate Money Order two weeks prior to event)

**TOTAL NUMBER OF ATTENDEES:** \_\_\_\_\_

(Maximum occupancy is **75** total with adults and children)  
Any guests more than the number stated above may result in immediate termination of the event and forfeiture of the security deposit. \_\_\_\_\_ (initials)

**TYPE OF EVENT:** \_\_\_\_\_

**DATE OF EVENT/ DETAILS:** \_\_\_\_\_

**RENTER INFORMATION:** (PERSON RESPONSIBLE FOR USE & MUST BE PRESENT DURING THE EVENT)/ this person is responsible for all payments as well as any damages.

**NAME:** \_\_\_\_\_

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

**PHONE:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_



# AQUATICS CENTER RENTAL APPLICATION



## FINAL REQUEST FOR RESERVATION:

I have read the conditions for the use of the City of Sumter Aquatics Center and agree to see that all regulations are strictly adhered to and carried out. I am aware that violations of the regulations will result in vacating the premises immediately and/or not using the facility in the future. The City of Sumter reserves the right to refuse any event or bring an event to a close if rules are not followed.

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Visitors Center Staff

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

## FOR OFFICE USE ONLY: Payment Information

Total Deposit: \$ \_\_\_\_\_ Deposit Paid By: \_\_\_\_\_ Deposit Received Date: \_\_\_\_\_

Total Cost of Rental: \$ \_\_\_\_\_ Balance Due Date: \_\_\_\_\_

Payment Received:

\$ \_\_\_\_\_ Date: \_\_\_\_\_ Remaining Fee: \$ \_\_\_\_\_ cash\_\_ check\_\_ credit/debit\_\_

\$ \_\_\_\_\_ Date: \_\_\_\_\_ Remaining Fee: \$ \_\_\_\_\_ cash\_\_ check\_\_ credit/debit\_\_

\$ \_\_\_\_\_ Date: \_\_\_\_\_ Remaining Fee: \$ \_\_\_\_\_ cash\_\_ check\_\_ credit/debit\_\_

\$ \_\_\_\_\_ Date: \_\_\_\_\_ Remaining Fee: \$ \_\_\_\_\_ cash\_\_ check\_\_ credit/debit\_\_

\$ \_\_\_\_\_ Date: \_\_\_\_\_ Remaining Fee: \$ \_\_\_\_\_ cash\_\_ check\_\_ credit/debit\_\_

## AQUATICS CENTER REFUND INFORMATION

The Aquatics Center has been inspected, and the deposit may be refunded.

The Aquatics Center has been inspected and the conditions agreed upon have not been met. The deposit may not be refunded. Listed below are the conditions found after the event.

Condition: \_\_\_\_\_

Condition: \_\_\_\_\_

Condition: \_\_\_\_\_

Event date: \_\_\_\_\_ Signature of Visitors Center Staff: \_\_\_\_\_ Date: \_\_\_\_\_

Name for Check to be made out to: \_\_\_\_\_

Full Mailing Address for Refund: \_\_\_\_\_

Account # for Deposit Refund: \_\_\_\_\_