

Aquatic Center Reservation Request

Youth Group <input type="checkbox"/> 3 hours <input type="checkbox"/> 5 hours <input type="checkbox"/> WET Course (extra fee)	W.E.T (Team Build) <input type="checkbox"/> 2 hours <input type="checkbox"/> 3 hours	Birthday Party <input type="checkbox"/> Paddlers <input type="checkbox"/> Beach Age of Child _____	Facility Reservation <input type="checkbox"/> Beach <input type="checkbox"/> Classroom _____ _____
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Requested Dates: _____

Requested Times: _____

Number of Children: _____ **Number of Adults:** _____

Age of Children: _____

Any Special Needs? _____

Group /School/ Organization Name: _____

Contact Name #1: _____ **Contact Name #2:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Contact Email #1: _____ **Contact Email #2:** _____

Contact Phone: _____ **Contact Fax #:** _____

Requested Activities: _____

Requested Equipment: _____

NOTES: _____

This form must be sent to the Aquatic Center. Once this request has been approved you will be emailed. You will receive a Facility Use Contract that must be signed and sent back to the AC with a 50% deposit

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Approved/Not Approved: _____ **Contract:** _____ **Approval Email:** _____

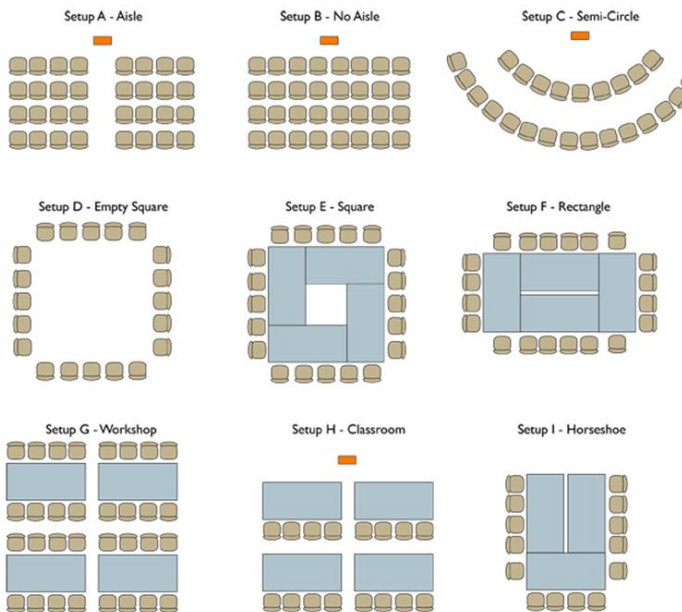
Contract Emailed	Signed Contract Received	Deposit Paid	Balance Paid

STAFF NEEDED:	1	2	3
4	5	6	7
8	9	10	11

Aquatic Center Reservation Request

Needed details for Upstairs Classrooms

203	<i>Lakeview Rooms & Deck</i>	204
202		201



Set-up details

Room set-up: _____

Number of Chairs: _____

Number of Tables: _____

Table top Podium: _____

Easels: _____

LCD Screen

LCD Projector

Food Service Tables: _____

Caterer's Name: _____

Other: _____

Aquatic Center Youth Group Details

Group Name: _____ Event Date: _____ Time: _____

How will the children be transported to and from the Aquatic Center?

Private Cars School Bus Other _____

What time will the students arrive at the Aquatic Center? _____

What time do the bus/cars need to leave the Aquatic Center? _____

Number of teachers Number of parent chaperones

Amount of time requested for meal break? _____

Sack Lunch BBQ Catered Meal

Boating Safety Field Trip Options

- Sailing (*weather and wind permitting*)
- Stand Up Paddling
- Canoeing
- Kayaking
- Relay Races
- Land games
- Hydro Bikes
- Team Challenges
- W.E.T. Course (*extra fee applies*)
- Beach Play/ Swim time (*with PFD's*)
- Other _____

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Contract Received	_____
Releases Received	_____
Photo Waivers	_____
DBAW Grant Application	_____
Title 1	_____
Area Assigned	_____
Cost per student	_____
Confirmed	_____