

## **Town of Munster Parks and Recreation Department**

### **Private Pool Party Rental**

#### **Rules**

1. The Munster Community Pool is available after regular pool hours, from 6:30pm-10:30pm, for private pool parties based upon the current fee structure set by the Board of Parks and Recreation.
2. All site rules at the pool apply during any rental.
3. Concession vendors are not allowed. The Town's concessionaire is available to open for an additional fee. The concessionaire can work with parties to provide standard concessions items during the rental either as a cash operation or where the renter covers the cost of purchased items.
4. Food and drink (non-alcoholic) is allowed to be brought in for private pool rentals but must be signed off on by Supt. of Recreation at least one week prior to rental.
5. Food and drink catering is allowed if they do not sell to guests and/or the public in the park.
6. Grilling is not allowed.
7. If security is warranted, the cost of that would be borne by the renter. This security would be provided by the Munster Police Department and arranged as part of the rental cost by Munster Parks and Recreation.
8. Security will be required for all parties of 250 or more. 1-249 guests, no officers; 250-499 guests, 1 officer; 500-749 guests, 2 officers; 750-1,000, 3 officers as minimum requirements. These officers will be charged at the rate of \$45/hour.
9. Renter can bring a DJ if desired. However, if a DJ is going to be used the DJ's name and business must be submitted to the parks and recreation office as part of the rental application. All music needs to be appropriate for play in a public park and at a volume appropriate for the park.
10. Renter is responsible for controlling who is allowed to attend the rental including controlling the access gate to the pool.
11. Charging admission at the door is not allowed.
12. Use of admissions office is not allowed by the renter.
13. No glass containers are allowed to be brought in.
14. Renter is responsible for putting facility back the way they found it and cleaning the facility. This includes arranging chairs, emptying trash containers, picking up any litter, etc. A checklist will be provided on the day of rental.
15. Rentals must be booked at least two weeks prior to the event.
16. If a rental is canceled by Munster Parks and Recreation the renter can choose to receive a refund or can reschedule for another date within the next 12 months.
17. All rentals reserved for more than 250 guests are reviewed by the Director of Parks and Recreation for any other additional requirements.

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### Private Pool Party Rental

#### Rules

Updated Proposed Draft July 20, 2021

1. The Munster Community Pool is available after regular pool hours, from 6:30pm-10:30pm, for private pool parties based upon the current fee structure set by the Board of Parks and Recreation **up to a maximum of 250 attendees.**
2. All site rules at the pool apply during any rental.
3. Concession vendors are not allowed. The Town's concessionaire is available to open for an additional fee. The concessionaire can work with parties to provide standard concessions items during the rental either as a cash operation or where the renter covers the cost of purchased items.
4. Food and drink (non-alcoholic) is allowed to be brought in for private pool rentals but must be ~~signed off on~~ **approved** by Supt. of Recreation at least one week prior to rental.
5. Food and drink catering is allowed if they do not sell to guests and/or the public in the park.
6. Grilling is not allowed.
7. If security is warranted, the cost of that would be borne by the renter. This security would be provided by the Munster Police Department and arranged as part of the rental cost by Munster Parks and Recreation.
8. **If security is deemed necessary for a rental it will be charged at the rate of \$45/hour including 30 minutes before and after reserved time.** ~~required for all parties of 250 or more. 1-249 guests, no officers; 250-499 guests, 1 officer; 500-749 guests, 2 officers; 750-1,000, 3 officers as minimum requirements. These officers will be charged at the rate of \$45/hour.~~
9. Renter can bring a DJ if desired. However, if a DJ is going to be used the DJ's name and business must be submitted to the parks and recreation office as part of the rental application. All music needs to be appropriate for play in a public park, **not be vulgar, indecent, or profane** and at a volume **appropriate for the park no louder than background music at the pool during regular operational hours.**
10. Renter is responsible for controlling who is allowed to attend the rental including controlling the access gate to the pool.
11. Charging admission ~~at the door~~ is not allowed **except for Town of Munster based non-profit organizations.**
12. Use of admissions office is not allowed by the renter.
13. No glass containers are allowed to be brought in.
14. Renter is responsible for putting facility back the way they found it and cleaning the facility. This includes arranging chairs, emptying trash containers, picking up any litter, etc. A checklist will be provided on the day of rental.
15. Rentals must be booked at least two weeks prior to the event.
16. If a rental is canceled by Munster Parks and Recreation the renter can choose to receive a refund or can reschedule for another date within the next 12 months.
17. All rentals reserved for more than 250 guests **require permission from the Board of Parks and Recreation.** ~~are reviewed by the Director of Parks and Recreation for any other additional requirements.~~
18. **Promoter events are not allowed.**