

# Dexter Community Schools Request to Use Dexter Community Pool

Choose one:

- OPEN SWIM PARTY:** Saturdays or Sundays from 2:00pm-4:00pm (Open swim hours may be longer, please inquire.)
- Cost: \$100 for two hours of open swim (up to 25 swimmers) plus use of pool annex room. For parties of more than 25 swimmers there may be an additional lifeguard charge.
- PRIVATE POOL PARTY:** Rent the entire pool for a private party; available hours vary by the season.
- Cost: \$180 for two hours of swim time (up to 60 swimmers) plus use of pool annex room. For parties of more than 60 swimmers there may be an additional lifeguard charge.

**FIRST CHOICE**

Day/Date: \_\_\_\_\_ Time: \_\_\_\_\_ Room: \_\_\_\_\_

**SECOND CHOICE**

Day/Date: \_\_\_\_\_ Time: \_\_\_\_\_ Room: \_\_\_\_\_

Group or Event Name: \_\_\_\_\_

Approximate Number of Guests: \_\_\_\_\_ Age range: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Please read the **Dexter Community Schools User Regulations** on the reverse side of this form.  
*I understand that it is my responsibility to abide by the User Regulations of Dexter Community Schools.*

\_\_\_\_\_  
applicant's signature

\_\_\_\_\_  
today's date

**Return completed form to:** Darla Barnes, Dexter Community Education  
3060 Kensington, Dexter MI 48130  
e-mail: [barnesd@dexterschools.org](mailto:barnesd@dexterschools.org)  
phone: 734-424-4100 ext 1302 fax: 734-426-9515

Confirmation of your reservation will be e-mailed with an invoice. Payment can be made (at least 3 days prior to event) by credit card, cash, or check, payable to "Dexter Community Education."

# Dexter Community Schools

## User Regulations Agreement

The Dexter Community School facilities operate under the Dexter Board of Education Policies. The following guidelines must be observed when reserving and/or renting any DCS facility.

### User Regulations:

- Requests for room(s) and field(s) must be made and received by the Dexter Community Education office a minimum of 15 business days prior to the event.
- Requests will be reviewed, processed, and confirmed by the Community Education office within 10 working days of receipt. Previously booked non-school events may be cancelled due to the need to reschedule a school function or athletic event.
- In no case will those who have been granted permits assign, transfer, sublet, or charge a fee to others for the use of school property.
- All rental, custodial, and food service fees must be paid in full prior to the event (or in the case of pool rental, on the day of the event). Depending on the activity and the time scheduled, custodians may be required for rentals. In that case, users will be charged according to prevailing custodial contract rates and a minimum of two hours of overtime.
- Length of rental includes preparation, set-up/tear-down/clean-up. The group scheduling the facility will be held financially responsible for any clean-up, maintenance, and/or repair resulting from the event.
- Use is limited to requested and approved rooms, fields, and equipment.
- Adequate adult supervision must be provided for youth group activities.
- The possession or consumption of alcohol/drugs/cigarettes on school premises is strictly prohibited.
- Eating and drinking is allowed in specific areas only.
- Advertising an event prior to event confirmation is prohibited.
- Appropriate footwear is mandatory. No hard or black-soled shoes are allowed on gym floors.
- Liability for accidents that occur as a result of the event shall be assumed by the organization renting the facility. Proof of individual liability insurance may be required.
- If your rental is disrupted due to weather or power outage, you must inform us no later than 7 days after the date of the event in question or you will be billed for usage of the facility.
- Any cancellation of a facility rental that is unrelated to weather or power outage must be done 15 days prior to the event date or you will be billed for that date.
- Dexter Community Schools Food & Nutrition Department staff must be present during the use of any kitchen facility. F&N wages will be charged in accordance with the master contract of the school district.
- Michigan state laws require that a certified lifeguard be present during all pool activities. Lifeguards are assigned at a 1:30 ratio.
- Arrangements for use of Audio-Visual equipment will be made when possible.

### User Regulations Agreement:

The signature below affirms the fact that I understand that I am responsible for lost, stolen, and/or damaged equipment as well as the conduct of the reserving group. I understand that I must abide by all rules, regulations, policies, and procedures as they apply to my reservation/rental. My signature on this request form further indicates that I have read the User regulations Agreement and all the information contained herein is true.

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Applicant Signature

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date