



SWIMATLANTA POOL MANAGEMENT - GWINNETT



POOL: _____	For Office Use Only Confirmed by: _____ Date Confirmed: _____
DATE & TIME OF PARTY: _____ <small>(Please include AM or PM)</small>	
SPONSOR'S NAME & PHONE NUMBER: _____	
SPONSOR'S ADDRESS: _____	
NUMBER OF PEOPLE ATTENDING PARTY: _____	AGE GROUP OF PEOPLE ATTENDING PARTY: _____
WILL ALCOHOL BE ALLOWED? YES ____ NO ____ (Please Check One)	

Party Guidelines

Residents having pool parties while the pool is closed to the general membership must adhere to the following guidelines:

- Pool Parties must be scheduled a minimum of 2 weeks in advance.
- Pool Party request forms must be completed and sent along with payment to the SwimAtlanta office to be scheduled.
- You must contact your neighborhood homeowners board regarding your party prior to submitting this form
- A pool party is not confirmed until you receive a phone call from the SwimAtlanta office.
- The party sponsor is responsible for helping clean up after the party.
- Due to insurance requirements, there can be absolutely no exceptions on the number of lifeguards per party. The total number of attendees includes everyone attending the party, not estimated swimmers.
- You must give at least 24 hours notice of a canceled party to avoid charges by calling 678.985.4030. Please call for any cancellation, including inclement weather.

PAYMENT DUE AT THE TIME OF PARTY REGISTRATION

Staffing guidelines required for pool parties:

Number of People	Number of lifeguards
1 to 25 people	1 lifeguard
26 to 60 people	2 lifeguards
61 to 100 people	3 lifeguards
101 or more people	4 lifeguards

FOR SAPM USE ONLY	
1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

Rate: \$22.00 per guard per hour
\$44.00 (if alcohol is permitted)

Special Circumstances Requiring Additional Staffing/Costs:

- One (1) additional lifeguard is required for any party involving teenagers, college-age people, or parties involving alcohol.
- For a party involving children, party sponsor must have one adult chaperone for every 10 children under age of 18
- If additional clean-up time is required, party sponsor is responsible for paying the lifeguards for the additional clean-up time (I.e. 2 lifeguards for 30 min. of clean-up time cost \$22.00).

Steps to Determine Pool Party Cost:

PAYMENT DUE AT TIME OF PARTY REGISTRATION

For example, a two hour party requiring three lifeguards will cost \$132.00 (\$66/hour for three lifeguards)

	Example:
1. Number of lifeguards required (see above)	3
2. \$22.00 per hour	3X\$22.00
3. Total price per hour	= \$66.00
4. Number of hours for pool party	\$66 x 2
5. Total cost of party	= \$132.00

Please send Pool Party Request form and check to:

SwimAtlanta Pool Management-Gwinnett
 4850 Sugarloaf Pkwy #702
 Lawrenceville, GA 30045

As the party sponsor, I will adhere to all SwimAtlanta Pool Management pool party and facility policies.

Party Sponsor's Signature _____ **Date** _____