



**CITY OF MIAMI SPRINGS**  
 PARKS AND RECREATION DEPARTMENT  
 1401 WESTWARD DRIVE  
 MIAMI SPRINGS, FLORIDA 33166  
 (305) 805-5078  
**POOL RENTAL APPLICATION**



Contact Name/Group: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ or \_\_\_\_\_  
 Requested date: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

FOR OFFICE USE ONLY		
	Deposit	Rental
Amount Paid		
Payment Type		
Date		
Receipt #		
Cashier		

**RENTAL OPTIONS**

- Multi-Purpose Room (4 Hours)
  - Additional Time: \_\_\_\_\_
- 16 x 16 Shaded Space (4 Hours) [*Capacity: 20*]
  - Additional Time: \_\_\_\_\_
- Private Rental of Aquatic Center (4 Hours) [*Capacity: 75*]
  - Additional Time: \_\_\_\_\_
- After Hours Multi-Purpose Room (5 Hours)
- Additional Notes/Amenities requested: \_\_\_\_\_

- Deposits are mailed back to address provided 2 to 3 weeks following the party as a City check.
- Deposit **WILL NOT BE** returned if rental rules are broken or damage is found to rented area.

**EVENT NAME/DESCRIPTION:** \_\_\_\_\_

**ESTIMATED NUMBER ATTENDING EVENT:** \_\_\_\_\_

\*\*\*Signature of form clarifies that Party understands All Pool Rules and regulations and AGREES to follow them.

Signature: \_\_\_\_\_

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

## **FACILITY PERMIT/CLEAN-UP DEPOSIT**

Facility reservations may be requested up to **six weeks** in advance and are based upon availability. A clean-up/damage deposit will be required in order to reserve a facility. The balance of the rental fees should be paid in full on day of the event. The City of Miami Springs reserves the right to retain all or 50% of the clean-up/damage deposit for events that are canceled due to circumstances beyond the City's control. Failure to adequately clean the facility, damage to or loss of Aquatic Center property or violation of Aquatic Center rules will result in the loss of all of the deposit. Partial deposit (50%) will be retained if the party is cancelled less than 72 hours prior to scheduled event. **Security Deposit is NOT applied to rental.** A check will be issued to the Renter in the amount of the security deposit if all rules are complied with, 2-3 weeks following the rental.

## **INSURANCE**

Prior to the use of a facility, proof of insurance may be required with the policy naming the City of Miami Springs as an additional insured for the duration of the event.

## **ACTIVITY**

Any unusual equipment and/or activity must be approved by the Aquatic Facility and noted on the rental application form. All equipment must be delivered/removed within the rental period – no storage areas are available. Excessive amplified music or other loud noises which disturb other patrons or adjacent property owners are prohibited. Premises must be vacated by 9:00 pm.

## **CONDUCT**

Permittee must take all necessary steps to control all of their guests/participants/spectators. Any person(s) violating any of the Rules & Regulations contained herein, any City ordinances, or other laws, or who are, in the opinion of the Parks and Recreation Aquatic Center, constituting a public nuisance, potential hazard to the public or property, or exhibiting disorderly conduct, may be expelled from the facility by Aquatic Center staff or Police Department. Parking on private property is prohibited.

## **SET UP/DECORATIONS**

**Rental time includes setup and breakdown of party.** Decorations may be attached with MASKING TAPE ONLY. The use of staples, nails, tacks, etc. is prohibited. The rental period should include sufficient time for set-up of facility, conducting the event, and clean up of the facility to the satisfaction of the Recreation Department. All facilities/furniture/equipment must be returned to its original condition and be replaced in its original position if moved. **NO BALLOONS** for rentals on pool deck.

## **INTOXICANTS**

Alcoholic beverages are **NOT** permitted in any City of Miami Springs facilities. If found your deposit is forfeited.

## **FOOD SERVICE**

Cooking of food is not permitted at these facilities – **food may be warmed, only.** Use of refrigeration equipment is not permitted.

## **SPECIAL REQUIREMENTS**

Additional trash receptacles, clean up crews, portable toilets, off duty police officers, etc. may be required depending on the facility, number of attendees, nature of event or other miscellaneous conditions as determined by the City.

## **PETS**

With the exception of service dogs, pets are not permitted into the Miami Springs Aquatic Center.

## **CANCELLATIONS AND REFUNDS**

In order to be eligible for a refund, cancellations must be made at least three days prior to the event date. Failure to cancel more than three days prior to event will result in the forfeiture of 50% of renter's security deposit. Refunds generally take four weeks for processing. Refunds will not be issued due to inclement weather.

**THE NON-COMPLIANCE WITH ANY OF THE ABOVE-STATED RULES MAY RESULT IN REVOCATION OF PERMIT, LOSS OF CLEAN UP/DAMAGE DEPOSIT AND REFUSAL OF ANY SUBSEQUENT PERMIT APPLICATIONS FOR A PERIOD OF UP TO ONE YEAR.**

# MIAMI SPRINGS AQUATIC CENTER RENTAL RATES

## PUBLIC RENTAL

	<u>Resident</u>	<u>Non-Resident</u>
<b>Multi-Purpose Room (4 Hours)</b>	<b>\$320.00</b>	<b>\$400.00</b>
<b>Additional Hour</b>	<b>\$100.00</b>	<b>\$125.00</b>
<i>*Tables and Chairs for 50 people included in Rental Fee            *Additional Tables and chairs will be the responsibility of the party renting facility            *The Multi-Purpose room has a max of (8) hours per rental            *Pricing of Security Deposit will be at discretion of City Manager and/or Rec. Director</i>		
<b>16 x16 Shaded Space (4 Hours)</b>	<b>\$100.00</b>	<b>\$150.00</b>
<b>Additional Hour</b>	<b>\$20.00</b>	<b>\$35.00</b>
<i>**General Pool Admission will be waived for up to (8) people in party            **The 16 x 16 Shaded Space has a max of (8) hours per rental</i>		
<b>12 x 12 Umbrellas (4 Hours)</b>	<b>\$50.00</b>	<b>\$80.00</b>
<b>Additional Hour</b>	<b>\$15.00</b>	<b>\$20.00</b>
<i>***General Pool Admission will be waived up to (4) people in your party            ***The 12 x 12 Umbrellas has a max of (8) hours per rental</i>		
<b>Lane Rental</b>	<b>\$15.00</b>	<b>\$30.00</b>
<i>****One (1) hour rental, up to 6 swimmers per lane            ****Does not include cost of general pool admission per swimmer</i>		

## PRIVATE RENTAL

	<u>Resident</u>	<u>Non-Resident</u>
<b>4 Hours</b>	<b>\$1,500.00</b>	<b>\$2,000.00</b>
<b>Additional Hour</b>	<b>\$250.00</b>	<b>\$400.00</b>
<b><u>Additional Private Rental Amenities</u></b>		
<b>Multi-Purpose Room</b>	<b>\$260.00</b>	<b>\$320.00</b>
<b>Additional Hour</b>	<b>\$75.00</b>	<b>\$100.00</b>
<b>16 x 16 Shaded Space</b>	<b>\$80.00</b>	<b>\$120.00</b>
<b>Additional Hour</b>	<b>\$15.00</b>	<b>\$25.00</b>
<b>12 x 12 Umbrellas</b>	<b>\$40.00</b>	<b>\$65.00</b>
<b>Additional Hour</b>	<b>\$10.00</b>	<b>\$15.00</b>
<i>*The Rental includes the use of pool and designated pool chairs around the pool deck only            *Only 75 Participants are allowed in the pool at one time during the rental            *The max hours on a Private Rental is (8) hours            *Additional Rental Amenities listed above are discounted rates for Private Rentals            *For Multi-Purpose Room and Private Pool Rental the Security Deposit will be up to the discretion of the City Manager and/or Recreation Director</i>		
<b>Swim Meet</b>	<b>Negotiated</b>	