

## Yellow Shade Structure Rental Policies and Guidelines

### Welcome to the Veterans Memorial Pool Yellow Shade Structure!

#### Yellow Shade Structure Reservations

- ALL rental requests are confirmed on a first come, first served basis.
- ALL renters must be at least **18 years or older** and are required to remain for the entirety of the event
- Rentals of our **Yellow Shade Structure** can be made online by visiting the City of Walla Walla Parks and Recreation website @ [wwpr.us](http://wwpr.us) OR in person at the VMP Front Desk or the Parks and Recreation Service Center (55 E Moore Street)
- **Yellow Shade Structure** rental applications must be submitted, and full payment must be received in order to secure your reservation.
- No reservation holds or partial payments will be accepted.
- **Yellow Shade Structure** rentals will need to be reserved no less than forty-eight (48) hours before the event.
- There is a **one-hour minimum time** rental on all reservations.
- The cost for the **Yellow Shade Structure** is **\$25.00 per 1 hour block**.
  - **this fee does NOT include admission**
  - you and your guests will need to purchase a day pass at the front desk or swipe their membership pass upon entering the facility.
- **ADD ON Splash Party** is available for an **additional \$75.00**, which includes:
  - Admission for 10 kids & 2 adults
  - **Yellow Shade Structure** for **2-hour block** & **12 Small Frazil slushies**
  - \$10 per additional child
    - Pool Passes not applicable

#### Hours of Use

- The **Yellow Shade Structure** is available **Monday-Friday w/6 & Saturday & Sunday w/7** 1-hour block options
  - 11:00 am – 12:00 pm (Saturday & Sunday ONLY)
  - 12:00 pm – 1:00 pm
  - 1:00 pm – 2:00 pm
  - 2:00 pm – 3:00 pm
  - 3:00 pm – 4:00 pm
  - 4:00 pm – 5:00 pm
  - 5:00 pm – 6:00 pm
    - to book a **Splash Party TWO blocks** of consecutive rental time **MUST** be available so book early!
- The 1-Hour Block **MUST include set-up, decorating, and clean up time**.
  - you can **start setting up** for your event once the rental time starts @ 12, 1, 2, 3, 4 or 5 respectively
  - you **MUST be completed** with the event and the **Yellow Shade Structure** back to its original state by the end of the last hour you blocked @ 1, 2, 3, 4, 5, or 6 respectively
    - events that exceed the scheduled rental time will be subjected to additional fees
- The **Yellow Shade Structure MAXIMUM CAPACITY** is **42**
  - with tables and seating to accommodate **32 guests**

#### Decorations and Favors

- Decorations are the responsibility of the applicant and must be removed at the end of the event
- **Only masking tape and scotch tape** (provided by you) are acceptable.
- **No staples, nails or tacks are allowed on any wall or equipment. The use of gorilla or Duck-tape is NOT permitted on any wall or equipment.**
- All decorations must be fireproof or made of fire-retardant materials. Nothing shall be attached to light fixtures. No decorations will be permitted within 18 inches of ceiling sprinklers. Piñatas, decoration sprinkles, glitter, confetti, rice, and birdseed are not allowed inside or outside of the facility.
- Sunflower seeds, gum, and candy create cleanup problems. It is your responsibility to clean up these items from the floor.

#### Check In

- Renters **MUST** check in with the Front Desk upon arrival then make their way to the **Yellow Shade Structure**
- **Splash Party** guests **MUST** check in with the Front Desk staff as well
  - Front Desk staff will keep a tally of your guests
  - Any additional guests (10 children, 2 adults are included) can be paid for during Check Out

#### Check Out

- Renters **MUST** check out with the Front Desk

- **ALL** renters are required to return the **Yellow Shade Structure** to its functional state after the event
- Cleaning supplies are available for your convenience and are kept at the Front Desk, please ask if needed
- **ALL** cleaning tasks below must be completed:
  - Remove all decorations
  - Remove all method of hanging decorating from walls, tables & chairs
  - Wipe down all used tables and chairs
  - Throw out all trash and left over food and drink items in receptacle provided
    - pool staff will take bags to dumpsters
  - Notify staff of any spills or stains left on the deck prior to departure
- Renters who fail to complete required cleaning tasks will incur a **\$25 cleaning** fee to cover the additional cleaning needed on their behalf

### **Yellow Shade Structure Rules and Policies**

#### **SUBSTANCES & WEAPONS**

- Veterans Memorial Pool is an ALCOHOL FREE, SUBSTANCE FREE and DRUG FREE facility
  - Smoking or use vapor devices on the premises is also prohibited
  - Persons engaging in such activities OR persons appearing under the influence of alcohol, drugs, and/or exhibiting erratic behavior shall be asked to leave the facility and not permitted to return
- **NO WEAPONS** of any kind are permitted within the facility and will result in immediate removal from the facility

#### **GUEST RESPONSIBILITIES**

- Renters **MUST** ensure that all their guests are familiar with, understand, and adhere to all posted Veterans Memorial Pool rules, policies, and procedures
  - it is the responsibility of the renter to monitor guest activity and behavior
  - Veterans Memorial Pool management and staff reserve the right to enact additional rules and regulations that may not be posted to ensure the safety of our guests and staff.
- **ALL** underaged children must be supervised by the renter, and/or parents or chaperones, at all times

#### **FOOD AND DRINK**

- Outside food and non-alcoholic beverages may be brought but must stay within the **Yellow Shade Structure** and/or grass and concession areas
  - **NO** food or drink is allowed on the Pool Deck
- **NO glass or breakable containers** are allowed within the facility
- Fridge and freezer space is available within the Concession area
  - Upon arrival speak with Front Desk staff about storage and specify the time you would like the items delivered to the **Yellow Shade Structure**
- The use of cell phones, cameras, or other recording devices are not permitted in the changing areas.
- Distribution or solicitation of third-party material or information is prohibited.

#### **FACILITY RESPONSIBILITIES**

- The renter accepts full responsibility for all damage to the building or the contents thereof that incur during their event
- The renter agrees to promptly pay for any such damage
- The renter accepts full responsibility if there is any unauthorized removal of **Yellow Shade Structure** items during the event

#### **SCENARIOS RESULTING IN IMMEDIATE FACILITY CONTRACT TERMINATION**

- It is found that any person attending or hosting the event/rental has consumed or actively consumes alcoholic beverages within the facility or within the facility's parking lot, including, but not excluded to evidence of alcoholic beverages in the room, parking lot, or facility during or after the reservation.
- A fight/physical altercation occurs that involves the renter and/or guests
- Threatening of staff, patrons within the building, or security personnel by renter and/or guests
- Falsification of the information provided on the Facility Use Application or any other required documents.
- Theft or vandalism occurs anywhere within the Veterans Memorial Pool property
- The Maximum Capacity (38 people) is exceeded and/or does not align with the specified attendance listed on the Facility Use Application
- Renter and/or guests are found to be smoking in undesignated smoking areas.
- Renter and/or guests are found to be using the pool facilities without previously reserving and/or without paying for a daily admission
- Renter and/or guests have allowed animals into the building, except ADA approved service animals.
- Renter is holding a youth activity without an adult sponsor (18 years of age or older) as **ALL** groups of minors must be chaperoned