



# Cool! Swanson Park Action Center Pool / Community Room Rental Application

705 Railroad St. SE, Albany, OR 97321

541-917-7751

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Best Phone: \_\_\_\_\_ Best time of Day to reach you: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Setup Begins: \_\_\_\_\_ Cleanup Ends: \_\_\_\_\_

(You will have access to the facility during these times.)

I wish to rent the Community Room Pool Both

### POOL RENTAL FEES

Group Size (please mark):	Resident Fees	Non-Residents
<input type="checkbox"/> 1—50	\$170 per hour	\$195 per hour
<input type="checkbox"/> 51—100	\$205 per hour	\$230 per hour
<input type="checkbox"/> 101—150	\$240 per hour	\$265 per hour
<input type="checkbox"/> 151—200	\$275 per hour	\$300 per hour
<input type="checkbox"/> 201—250	\$310 per hour	\$345 per hour
<input type="checkbox"/> 251—300	\$345 per hour	\$385 per hour
<input type="checkbox"/> 301—350	\$380 per hour	\$405 per hour
<input type="checkbox"/> 351—400	\$415 per hour	\$440 per hour

Maximum capacity is 400 people.

### COMMUNITY ROOM RENTAL FEES

(Maximum occupancy of Community Room is 20 people)

Resident Fee: **\$35 per hour**  
Non-Resident: **\$40 per hour**

### REFUNDABLE DEPOSIT

In addition to fees listed, there is a *refundable* cleaning and damage deposit required.

Pool Rental deposit: **\$100.00**.  
Community Room deposit: **\$35.00**.  
Pool plus Community Room: **\$100.00**

**Rental applications must be received and all fees (including deposit) paid at least 5 days in advance of date requested.**

Pool staff **will not** reserve dates or times until application is received and all fees (including deposit) are paid.

Rental reservations will not be accepted via phone nor e-mail.

During the OFF SEASON, rental applications, with 2 checks (one for the rental fee, a second for deposit) may be mailed to Albany Community Pool, 2150 SE 36th Ave, Albany, OR 97321 attn: Scott Jackson

Applicants requesting sound permits must have sound permit and fees paid at the Parks and Recreation Desk at City Hall at least 10 days in advance of rental. Sound permits are required for anyone wishing to use a DJ, Band or Stereo and must be attached to this application.

Staff Use Only

### FEES & CHARGES

\_\_\_\_\_ Pool Rental  
\_\_\_\_\_ Community Room

\_\_\_\_\_ Total Fees  
\_\_\_\_\_ Date Paid

Cash Check Charge

### DEPOSIT—IN ADDITION TO RENTAL FEES

\$35.00 Community Room Rental Deposit  
 \$100.00 Pool Rental (or both) Deposit

\_\_\_\_\_ Date Paid      Check Num: \_\_\_\_\_

Deposit checks shall be returned by the Lead Guard or destroyed by management if the area rented is clean and free of damage.

Calendar W2W Staffed

I have read, understand and agree to comply with all the policies and procedures set forth by the Albany Parks & Recreation Department. I further agree that I am of legal age and will be personally responsible for the repair of damage to equipment or facilities and/or the replacement of missing property. Charges will be deducted from deposit at the discretion of the Lead Guard in charge at the time of the rental. All pool rules apply to rental periods.

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