

## DS Recreational Services Party Fact Sheet

1. **Time:** There is a 2 hour minimum for all pool parties. The set up and clean up time **must** be included in the time that you have reserved the pool. (For example, if your party is from 6pm to 9pm, then the lifeguards should be ready to lock the gate at 9pm.) Set up and clean up is the responsibility of the resident, and a lifeguard must be present to open and lock up the facility. All swimmers must exit the water fifteen minutes before the end of your party.
2. **Deposits:** All deposits are refundable if:
  - 1) There is no damage caused to the facility.
  - 2) All trash from your party is picked up and put in the garbage cans.
  - 3) You do not exceed the number of people that you registered for.  
(ie. If you register for 40 guests and 60 people show up, we will hold all or part of your deposit to cover the cost of an additional lifeguard).
  - 4) You do not go over the scheduled time of your party. (ie. If your party ends at 9pm and you aren't out of the facility by 9:00pm, we will hold all or part of your deposit).
3. **Residency:** The resident who books the party needs to be present during the entire time of the party.
4. **Patron/Lifeguard Ratio:** DS Recreational Services requires a minimum of three lifeguards for all private parties. This allows you to have up to 40 people. For parties during hours for over 9 people and up to 20 people, one additional guard will be needed. This is in addition to the regularly scheduled guards. There will be an additional lifeguard for every 20 persons thereafter.
5. **Cancellations:** You must cancel your party at least 24 hours in advance to get a refund for your deposit and part of your fees by dialing 281.443.7665/1.800.720.1368. **A booking fee of twenty dollars (\$20) is not refundable.**
6. **Bad Weather:** If the weather is questionable and you want to cancel or reschedule your party, you must call the office or Area Supervisor **at least 4 hours** before your party is scheduled to start. (We must have time to notify all supervisors, managers, and lifeguards of cancellations.) If the lifeguards show up at the pool and you have not cancelled, you will be charged at least for the first hour. If bad weather starts during the time of your party, you must pay for the time that you were there. (ie. If your party was scheduled from 1-4pm, and the pool was closed at 2:30pm due to lightning, but you stay at the facility until 4pm, then you are held accountable for the full 3 hours.)
7. **Payment:** We accept debit/credit cards for payment or Money Orders. Sorry, no personal checks. If a deposit is required, the deposit amount will be run on the credit card. This amount can be refunded, if applicable, 10 business days after the party. If you pay with a credit card, please note DS Recreational Services will appear on your statement.
8. **Private Parties:** Private parties are not for profit. You cannot make money off of your guests, only to cover your expenses.

Signature \_\_\_\_\_

Date \_\_\_\_\_