

# Almaden Oaks Community Center (AOCC) Party Agreement

1. **Group definition:** A group is 6 or more additional people, other than immediate AOCC family members. An AOCC member must sponsor, attend the party, and assume responsibility for ensuring that AOCC rules are followed.
2. **No exclusive use:** The AOCC pool cannot be reserved for exclusive use by a party during posted swim hours. Other AOCC members will have access to the facilities during a scheduled party. If a party is scheduled outside the posted swimming hours, other AOCC members will not be able to use the pool and facilities until the posted swim time starts or ends. AOCC will place a "RESERVED" sign on the picnic tables prior to the party.
3. **Approval by AOCC:** AOCC Pool Director/Social Director must approve date & time of all parties, and any changes thereafter. The party MUST be scheduled two weeks prior to the actual party date. From school's end through Labor Day, a party may occur on any day of the week with a 3 hour limit and is reserved on a first come, first serve basis. AOCC cannot host two member parties on the same day.
4. **Number of party participants:** Number of people includes all children and adults, whether using the pool or not. Party Fee in its entirety must be received with the party agreement form. If the pool and grounds are left clean and in good repair, the deposit check will be returned within 14 days.
5. **All parties are subject to availability of Lifeguards.** The number of certified lifeguards that must be in attendance is based on the size of the party (all children and adults whether using the pool or not). The lifeguards, if available, will be hired by AOCC.
6. **Maximum children:** A maximum of 35 party children will be allowed in the pool area at any one time. There must be an adult supervisor for every 8-10 children. Lifeguards will enforce the boy/girl swim system at their discretion.
7. **Music & food:** No live music or bands are allowed. All food should be kept and eaten outside of the pool area, i.e. where the picnic tables and barbecues are located.
8. **Party clean-up:** GROUPS SHALL START CLEAN UP AT LEAST 30 MINUTES PRIOR TO THE SCHEDULED END OF THE PARTY. Be sure to empty all trash cans that you use. The lifeguards will give you clean bags. Parties not vacating the grounds by the stated party end time will forfeit their deposit check.
9. **Guests of members:** All non-AOCC members of the group must complete the Guest Medical/Release of Liability form to be on the premises. GUEST MEDICAL/RELEASE OF LIABILITY FORMS MUST BE COMPLETED AND IN THE HANDS OF THE POOL DIRECTOR OR THE LIFEGUARD PRIOR TO THE PARTY. It is the hosts' responsibility to have their guests complete these forms. An original form is available upon request.
10. **Sponsoring member:** The AOCC expects sponsoring members to enforce the rules above. Sponsor may be denied booking of future parties if rules are not followed. Sponsoring member must remain at party until all of their non-member guests leave.

| # Of People | Party Fee | Deposit  |
|-------------|-----------|----------|
| 6-25        | \$150.00  | \$ 50.00 |
| 26-65       | \$275.00  | \$100.00 |
| 66-125      | \$375.00  | \$150.00 |

| Please Submit 2 Checks |           |    |
|------------------------|-----------|----|
| Check #1               | Party Fee | \$ |
| Check #2               | Deposit   | \$ |

| Your Party Information       |  |
|------------------------------|--|
| Party date                   |  |
| Start time                   |  |
| End time                     |  |
| AOCC Member / Sponsor's name |  |
| Member's phone #             |  |

**Mail checks & signed Party Agreement to:**

AOCC  
C/O Joanne Tashiro  
PO Box 36233  
San Jose, CA 95158

**Questions about AOCC parties?**

E-mail Joanne Tashiro, Social Director  
party@almadenoakspool.com

**I agree to abide by the terms of the AOCC Party Agreement.**

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

**NOTE: You will be notified by an AOCC Board member when party is approved and officially scheduled.**

|                  |      |
|------------------|------|
| Approved by AOCC | Date |
|------------------|------|