

WILLOW CREEK SWIM & TENNIS ASSOCIATION

Creekside Pool Reservation Policy for Private Parties

1572 Willow Drive . Marietta, GA . 30066

RESERVATION ELIGIBILITY & REQUIREMENTS

- Reservations available to members in good standing
- Reserving member must be present and responsible for all guests
- Requests must be submitted at least 14 days in advance
- Lifeguards are required and scheduled separately through Swim Atlanta
- Reservations are first-come, first-served and non-transferable

NOTE: Requests submitted less than 14 days in advance may incur a \$20 non-refundable fee and are not guaranteed approval or lifeguard availability.

RESERVATION PROCESS

1. Submit a Creekside Pool Reservation Request (minimum 14 days in advance)
2. If approved, submit:
 - a. Signed Pool Reservation Policy
 - b. \$200 refundable deposit
 - c. \$200 non-refundable facility fee
3. Request lifeguards directly through [Swim Atlanta](#).

NOTE: Reservation is only confirmed once approval, payment, and lifeguard staffing are secured.

LIFEGUARD REQUIREMENTS

- Lifeguards are required for all parties
- Lifeguards are scheduled through Swim Atlanta
- \$50 per lifeguard/hour (paid directly to Swim Atlanta)
- 1 lifeguard per 25 attendees (including non-swimmers)

Additional lifeguards may be required for:

- Event includes teen/college-age guests
- Alcohol present

CHILDREN'S PARTY GUIDELINES

- 1 adult per 10 children (under 18 years old)
- Children under 13 must be supervised at all times

Children under 13 years old must:

- Pass swim test (pool width), OR
- Wear Coast Guard-approved life jacket (not provided), OR
- Be accompanied by an adult in water

PARTY GUIDELINES

- All guests must follow pool rules
- No glass containers

- Host is responsible for:
 - Guest behavior
 - Any damages beyond normal wear
 - Clean-up (trash removal + furniture reset)

FACILITY USE & HOURS

- Reservations do not guarantee exclusive use unless approved
- Parties must occur during normal hours, unless approved
- After-hours events require Board approval and Swim Atlanta coordination
- Set-up and clean-up must occur within reserved time
- Music must remain at a reasonable level

SAFETY & OPERATIONS

- Lifeguards conduct hourly safety breaks
- Pool clears immediately for thunder/lightning (30-minute wait)
- Pool may close if capacity exceeds safe limits

ALCOHOL POLICY

- Must follow WCSTA rules
- Underage drinking strictly prohibited
- Additional lifeguards required if alcohol is present

FEES & PAYMENTS

- \$200 refundable security deposit (WCSTA)
- \$200 non-refundable facility fee (WCSTA)
- Lifeguard fees paid directly to Swim Atlanta

CANCELLATION POLICY

- Cancellations must be made directly with Swim Atlanta
- Minimum 4 hours' notice required for refund eligibility
- Weather cancellations must still be reported

ENFORCEMENT & LIABILITY

Lifeguards have full authority over safety

Failure to follow these guidelines may result in:

- Event termination
- Loss of deposit
- Suspension of amenity privileges

RESERVATION ACKNOWLEDGMENT

By reserving the pool, I agree to:

- Follow all WCSTA and Swim Atlanta policies
- Ensure all guests comply with pool rules
- Accept responsibility for all attendees

I understand that the Pool Directors will notify the neighborhood in advance and post signage at the pool entrance during my reservation time. If residents arrive during the event, I agree to kindly inform them that the pool is reserved and limited to invited guests.

I also agree that this event will be a private, invitation-only gathering. It will not be advertised to the general public, promoted on social media, or used for commercial purposes (including charging admission, selling tickets, or collecting fees). All attendees will be personal guests of the host unless otherwise approved in advance by WCSTA.

Requested Reservation Event Date/Time: _____
Club Member Name (Print): _____ Date: _____
Club Member Signature: _____

Approved Reservation Event Date/Time: _____
Pool Director Name (Print): _____ Date: _____
Pool Director Signature: _____