



# Community Pool Use Permit Information and Application





Cordova Recreation & Park District (CRPD) provides quality recreational programs, parks and services for our diverse and growing region. We proudly serve communities within Sacramento County including the City of Rancho Cordova and the unincorporated areas of East College Greens, Rosemont, Mather and Gold River.

**Parks  
Make  
Life  
Better!**<sup>®</sup>



2197 Chase Drive  
 Rancho Cordova, CA 95670

[www.crpdp.com](http://www.crpdp.com) • 916-369-9844 • [rentals@crpd.com](mailto:rentals@crpd.com)

Cordova Recreation & Park District (CRPD) is committed to supporting quality aquatic events and activities throughout the community. The CRPD offers a variety of public spaces that can be used as a venue for your needs. This information is intended to help you understand the process of reserving an aquatics facility for your request and to provide helpful planning information. Reservations are on a first come first serve basis. The CRPD requires one (1) month in advance notice for pool rentals. The pool is not available for rental during scheduled CRPD activities, classes and programs.

## Facilities and Pricing

### **Cordova Community Pool - Two (2) Pools**

2197 Chase Drive, Rancho Cordova, CA 95670

916-369-9844 | Office hours: Monday-Friday, 8 a.m. - 5 p.m.

The Cordova Community Pool is located at Hagan Community Park.

- This pool will feature two swimming pools. The activity pool has a sloped entry with depths that vary from zero to four (4) feet. The competition pool provides eight (8) deep lanes, two (2) shallow lanes, a diving board and has depths that vary from 3.5 to 12 feet. The complex will feature picnic tables, an open grass area, bleachers and a shade canopy.

### **Lincoln Village Community Pool**

3450 Routier Rd, Sacramento, CA 95827

916-369-9844 | Office hours: Monday-Friday, 8 a.m. - 5 p.m.

The Lincoln Village Community Pool is located at Lincoln Village Community Park.

- This pool is surrounded by open grass areas and a shade canopy. The pool features a sloped entry, and depths ranging from zero to 5.5 feet. Lifeguards are on duty during public swim hours; however, parents are responsible for supervising their children.

Facility	Total # of Guests	# of Lifeguard	Fees Per Hour	Hours <i>2-hour minimum</i>
Cordova Community Pool- Activity Pool only	1-49	3	\$172	Sat & Sun: 9 a.m. - noon 5:30 - 8 p.m.
	50-100	4	\$202	
Cordova Community Pool- Comp Pool only	1-99	4	\$202	Sat & Sun: 9 a.m. - noon 5:30 - 8 p.m.
	100-199	5	\$232	
Cordova Community Pool- Full Facility	1-99	7	\$315	Sat & Sun: 9 a.m. - noon 5:30 - 8 p.m.
	100-249	8	\$345	
	250-500	10	\$405	
Lincoln Village Community Pool- Full Facility	1-29	2	\$88	Sat & Sun: 9 a.m. - noon 5:30 - 8 p.m.
	30-59	3	\$118	
	60-150	5	\$178	

## Rental Policies

1. The facilities may be used by individuals and organizations for private events. For-profit uses and pay at the door activities are prohibited without a Special Event Permit. Contact 916-369-9844 or [rentals@crpd.com](mailto:rentals@crpd.com) for more information regarding obtaining a Special Event Permit.
2. All permits for the use of facilities will be restricted to responsible organizations, groups or individuals in good standing with the CRPD.
3. Applicants will ensure the CRPD that they will be personally responsible or will guarantee orderly behavior and they will underwrite all damages due to their use of the facilities.
4. Deposit will be refunded upon completion of the rental if the respective facility is returned to its original condition. A refund may take up to six (6) weeks for processing if paid by check or cash. Deposits made by credit card may take up to five (5) business days to be refunded.
5. The CRPD is not responsible for any lost or stolen items during your activity in any of the facilities. Please always keep valuable items locked up or with you.
6. Please prepare for the first 10 minutes of your rental time for the Lifeguards to review the rules and safety guidelines with the attendees.
7. Please prepare for the last 15 minutes of your rental time for the Lifeguards to clear the pool and supervise facility clean-up.
8. Rental time adjustments less than two (2) weeks prior will require coordinator approval and are not guaranteed.
9. Applicants will only be able to access the facility during their rental time. Early entrance is not permitted.
10. Food and drinks are permitted only in designated areas; Cake/cupcakes are permitted only in pool-adjacent grass area. Absolutely **NO GLASS** containers, including coffee mugs and juice bottles allowed in the pool vicinity.
11. Smoking, alcohol and drugs are not allowed inside the pool facility.
12. If the application is falsified or if there damaged, the deposit will be forfeited. Violation of any of the rules and regulations as stated herein may result in forfeiture of rental fees and deposit, and group/individual being denied the privilege of future facility usage. Failure to follow instructions of the District staff may also result in immediate termination of rental. **NO REFUND WILL BE ISSUED.**

## Renter Responsibilities

1. Renters are responsible for picking up all trash and placing it in the appropriate receptacles.
2. Renters are required to follow all posted pool rules. It is the responsibility of the renter to ensure all party guests know and follow the rules.
3. Water toys must be approved by Manager on Duty on site.
4. While in the water, all non-swimmers must be within arm's reach of a capable swimmer age 16+. U.S. Coast Guard approved lifejackets cannot be used as a substitute for adult supervision. *Approved lifejackets are only allowed in the Activity Pool at the Cordova Community Pool.*

## Cancellations

All cancellation notifications must be submitted via a confirmed email or in person.

Cancellation 60 days in advance:	District retains 25% of the Rental Fee
Cancellation 30 - 59 days in advance:	District retains 50% of the Rental Fee
Cancellation less than 30 days in advance:	District retains 100% of the Rental Fee

In cases of extreme emergency, the District reserves the right to cancel a scheduled event prior to scheduled use without liability. If cancellation occurs because of the District, all payments will be refunded.

## Deposit

All rentals require a refundable security and cleaning deposit of \$100 at the time of booking. The deposit will be refunded upon completion of the rental if the facility is returned to its original condition. Refund may take up to six (6) weeks for processing if paid by check or cash. Deposits made by credit card may take up to five (5) business days to be refunded.

## Compliance with All Applicable Law, Rules & Regulations

1. The renter shall comply with all local, state and federal laws and regulations related to the use of the facility and public gatherings.
2. The renter agrees to abide by all applicable local, federal and state accessibility standards and regulations.
3. The renter further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
4. The CRPD reserves the right to immediately revoke the renter's right to use of the facility under this agreement should the renter fail to comply with any provision of this section.

## Force Majeure

Notwithstanding anything to the contrary contained in this agreement, the CRPD shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority and other causes beyond their control. The renter waives any right of recovery against the CRPD and the renter shall not charge results of "acts of God" to the CRPD, its officers, employees or agents.

## Submitting Your Application

Thank you for your interest in hosting an event at the Cordova Recreation & Park District. Please submit a completed application through mail, in person or through email.

### Mail or in person:

Hagan Community Center  
Attention: Aquatics  
2197 Chase Drive, Rancho Cordova, CA 95670

Email: [rentals@crpd.com](mailto:rentals@crpd.com)

**Questions:** You may contact the Hagan Community Center at 916-369-9844 or [rentals@crpd.com](mailto:rentals@crpd.com) with any questions or for further information.



2197 Chase Drive  
Rancho Cordova, CA 95670

[www.crpdp.com](http://www.crpdp.com) • 916-369-9844 • [rentals@crpd.com](mailto:rentals@crpd.com)

## Community Pool Use Application

The application must be legible and completed in its entirety prior to submitting

### Event Information

#### **Cordova Community Pool**

2197 Chase Drive, Rancho Cordova, CA 95670 | 916-369-9844

Activity Pool only     Comp Pool only     Full Facility

#### **Lincoln Village Community Pool**

3450 Routier Rd, Sacramento, CA 95827 | 916-369-9844

Full Facility

### Event Information

Name of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Reservation Time: From: \_\_\_\_\_ To: \_\_\_\_\_ Number of Attending: \_\_\_\_\_

Type of Event: \_\_\_\_\_

### Rental Information

Name of Renter: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Pool Rules: (Please initial the following)

\_\_\_\_\_ Running, horseplay, dunking, unnecessary splashing, diving, hanging on ropes, playing or diving from pool ladders or stairs is not permitted in the pool area

\_\_\_\_\_ Glass, gum, masks, fins, snorkels and pets are not permitted in the pool area

\_\_\_\_\_ Smoking, alcohol and drugs are not permitted at the pool, person(s) under the influence will not be allowed into the pool area

\_\_\_\_\_ Food and drinks are permitted only in designated areas; Cake/cupcakes are permitted only in pool-adjacent grass area

\_\_\_\_\_ Only U.S. Coast Guard approved lifejackets are allowed in the pool, no other floatation devices are permitted; *Approved lifejackets are only allowed in the Activity Pool at the Cordova Community Pool*

\_\_\_\_\_ Attendees must remain in public areas and are not allowed in the lifeguard chair or office

\_\_\_\_\_ Non-swimmers must be in arms reach of a capable swimmer age 16+

\_\_\_\_\_ Entry into the pool must be made facing the pool, feet first from the side of the pool

\_\_\_\_\_ Listen to the lifeguards, failure to adhere to the rules and/or lifeguard direction will result in expulsion from the pool facility

*\*Admittance can be denied or revoked if it becomes a safety hazard to the other patrons or staff any activity judged as unsafe by a lifeguard will not be allowed. No persons shall conduct themselves in the pool or pool facilities in such a manner as to jeopardize the safety and health of themselves or others. All patrons are responsible for knowing and following all rules\**

**Cancellation**

Cancellation: 60 days in advance - CRPD retains 25% of the Rental Fee  
Cancellation: 30-59 days in advance - CRPD retains 50% of the Rental Fee  
Cancellation: less than 30 days in advance - CRPD retains 100% of the Rental Fee

**Indemnification Agreement**

The renter shall indemnify, defend and hold harmless the Cordova Recreation & Park District , its officers, employees and agents from any and all losses, costs, expenses, claims, liabilities, actions or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the renter’s use or occupancy of a facility or property controlled by the CRPD , unless solely caused by the gross negligence or willful misconduct of CRPD, its officers, employees or agents.

Additionally, I fully understand that my participation in the above-referenced rental exposes me to the risk of personal injury, death, communicable diseases, illnesses, viruses and/or property damage. I hereby acknowledge that I am voluntarily participating in this activity and agree to assume any such risks.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS AND CANCELLATION POLICY. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN THE CRPD AND MYSELF AND I SIGN IT OF MY FREE WILL.

**Applicant Signature**

Applicant’s Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant’s Signature: \_\_\_\_\_

CRPD Representative’s Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

CRPD Representative’s Signature: \_\_\_\_\_

**Return Application to:**

*Hagan Community Center  
2197 Chase Drive Rancho Cordova, CA 95670  
Office Hours: 8 a.m. - 5 p.m.  
Email: rentals@crpd.com*

For Office Use	
Total Fees	
Fee \$	_____ x _____ hours = \$ _____
Refundable Deposit:	\$ _____
Total Rental Fees:	\$ _____
Permit #:	_____