



# Aztec Aquaplex EVENT RESERVATION AGREEMENT

Event Name \_\_\_\_\_ Event Date \_\_\_\_\_ Event Time \_\_\_\_\_

Event Host \_\_\_\_\_

Contact Phone # \_\_\_\_\_ Contact Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

City / State / Zip \_\_\_\_\_

Aztec Aquaplex Event Reservations include the use of the Aquaplex facilities during normal open family swim hours. Reservations include the exclusive use of the Aquaplex on-deck kitchenette suite, four (4) 6-foot folding tables, & 30 chairs for the duration of the reserved time. Additional tables and chairs may be reserved prior to the event date at the additional cost of \$10/table and \$10 for 10-chairs. Inflatable events also include the use of pool inflatables in the competition pool for one (1) hour of the 2-hour event. Additional inflatable time may be reserved at \$100/hr based on facility availability.

Event reservations include the paid admission for twenty (20) individuals. Additional individual guest passes may be purchased prior to the start of the event at the normal guest rate of \$5/per youth & \$6/ per adult.

Reservations start and end times are as scheduled. Reservations will have access to the facility and kitchenette suite fifteen (15) minutes ahead of event time to "set-up" and have an additional fifteen (15) minutes after event for "clean-up". All events are responsible for event "clean up". A chargeback of \$25/hour will be charged to all event hosts for any additional cleaning.

A \$50 event rental deposit is due at time of booking to secure a date and time. Initial \$50 deposit is fully refundable up to 7 business days prior to the event. The remainder of the event rental balance is due no later than 7 business days prior to the event. If the event is cancelled by the Aztec Aquaplex as a result of a facility emergency or inclement weather a full refund will be issued.

All participants (Adults and Youth) must complete a Guest Waiver upon entering the facility. Participants under the age of 18 years old must have a Youth Waiver signed by a parent or guardian prior to facility entry. Youth Waiver forms can be found online on the Aztec Aquaplex website.

Aztec Shops holds exclusive campus catering rights. For your catering needs, please contact Aztec Shops at 619-594-7461. Ensure you give more than (10) days advanced notice. No other caterers will be allowed at the Aztec Aquaplex unless Aztec Shops grants a written waiver.

Reservation groups wishing to "self-cater" their event may do so with prior approval from Aquaplex staff. Self-cater is defined as food and beverage brought onto campus by hosts of the private party. These items can include any pre-prepared food items and/or beverages. **NO ALCOHOL OR GLASS CONTAINERS ARE PERMITTED.**

Event host will be held responsible for any damage or destruction to facility and/or equipment. The amount of the chargeback will be determined by the severity of the additional repairs or clean-up required.

I have read and understood the agreement mentioned above and will be held accountable for any violation of the agreement. \_\_\_\_\_

Event Host Signature: \_\_\_\_\_ Date: \_\_\_\_\_ (Host Initials)

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### For Aztec Aquaplex Staff Use

Standard Rental (\$150) Add Inflatable (\$100) Add diving boards (\$25) Add lifeguard games (\$25) Additional guests \$ \_\_\_\_\_

Payment Type: Cash Credit Card Check (Check Made Payable to Associated Students) \*All pricing and rates are subject to change

Event booked/deposit received (date): \_\_\_/\_\_\_/\_\_\_ Remaining event balance: \$ \_\_\_\_\_ Date collected: \_\_\_/\_\_\_/\_\_\_

Event Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For questions or to book an event please contact the Aztec Aquaplex 619.594.7946**