



CITY OF KIRKLAND PARKS & COMMUNITY SERVICES – PETER KIRK POOL RENTAL GUIDE

340 Kirkland Avenue, Kirkland, WA 98033 / 425-587-3336

kirklandwa.gov / kirklandparks.net / eparks@kirklandwa.gov

Thank you for choosing the Peter Kirk Pool to celebrate your birthday party, family gathering or summer party. This rental guide provides the essential information needed for you to make a pool rental reservation.

2024 PETER KIRK POOL RESERVATIONS:

Peter Kirk Pool Rental Registration begins Wednesday, March 20th at 7am for Kirkland Residents, and Thursday, March 21st for Non-Residents. **Reservations require a minimum of Fourteen (14) days' notice.**

You can register online at www.KirklandParks.net or over the phone by calling 425-587-3336.

- Renters must be 18 years of age or older.
- Fees for reservations are due in full when the reservation is made.
- Reservations made by phone require payment by MasterCard or Visa. Reservations and payment made in person are acceptable by Visa, MasterCard, a check payable to the City of Kirkland, or cash.
- You must know the size of your party when making your reservation.
- Rental hours include time for your set-up and clean-up.
- After providing rental information and paying the rental fees, a waiver will be emailed. Please read and sign the waiver within two weeks of booking the reservation, or rental is subject to cancellation.
- Refunds are given for Unhealthy Air Quality or Lightning/Thunder only during rental period, not for other inclement weather.

2024 PETER KIRK POOL RENTAL DAYS AND HOURS AVAILABLE

2024 Rental Season: June 8 - August 24th

- **Friday/Saturday/Sunday Evenings:** 5:30 – 8:30 PM
- **Sunday Mornings:** 10:00 – 11:30 AM

2024 Peter Kirk Pool Rental Fees: Rental blocks are in 1.5 hour or 3-hour increments.

Rental Fees	1.5 Hours		3 Hours	
	Under 150 Attendees	Over 150 Attendees	Under 150 Attendees	Over 150 Attendees
Both Pools	\$360	\$460	\$575	\$775
Main Pool	\$290	\$390	\$464	\$664
Wading Pool	\$160	-	\$256	-

RESERVATION OCCUPANCY:

There is a maximum of 310 people in the facility which includes in-water and on-deck.

- The Main Pool has a maximum occupancy of 270.
- The Wading Pool has a maximum capacity of 40.
 - The wading pool is designated for children 6 years of age and under and their guardian 18 years of age and older.

CANCELLATION & CHANGE POLICY

Cancellations must be made in writing (email is acceptable). Please email lrotter@kirklandwa.gov

- Cancellations 61 + days prior to rental will receive a refund of 100% of rental fees minus a \$25 administrative fee.
- Cancellations 30 – 60 days prior to rental will receive a refund of 50% of rental fees.
- Cancellations 0 – 29 days prior to rental will receive no refund of rental fees.

***** Changes are subject to a \$25 administrative fee. If a rescheduled rental is cancelled, original reservation date is used for cancellation policy above.**

AQUATIC STAFF/LIFEGUARDS

- **Aquatic Staff on duty are always in charge, and the adults in attendance with their group are expected to support the Aquatic Staff in the enforcement of all rules and regulations.**
- Lifeguards are not responsible for providing supervision of children; lifeguards are responsible for enforcing safety rules, performing lifeguard duties, and responding to emergencies.
- **Adult parents/guardians are primarily responsible for the supervising the children/group.**
- The number of lifeguards scheduled during your party is based on the number of people you have in your group and the areas you wish to use. **All pool rules apply.**
 - Children 6 and under requires an adult to be in the water with them, at all times

HIGHLIGHTED POOL RENTAL RULES

- All pool rules are in effect.
- Children 6 and under requires an adult to be in the water with them, at all times.
- Infants and toddlers who are not potty-trained must wear a swim diaper and have a tight-fitting protective covering (Per State Health Code)
- Pool Floats and/or Inflatables are not allowed, our pool only permits Coast Guard approved lifejackets.
- Water toys are allowed at the lifeguard's discretion.
- Renters are not allowed to store food or drink the lifeguard office due to staff with severe allergies.
- Glass is not permitted in the facility.
- All swimmers 12 years and younger must be able to pass the swim test to swim in the deep end or use the diving board of the main pool.
- All pool rules please the aquatics page at: <http://www.kirklandwa.gov/aquatics>

FOOD, BEVERAGE, & DECORATIONS

- **Rental hours include time for your set-up and clean-up.**
- Renters are not allowed to store food or drink the lifeguard office due to staff with severe allergies.
- Areas permitted for Food and Drink:
 - Wading Pool: Grass Area
 - Main Pool: Upper Deck
- All food must be prepared before entering the facility, no food preparation/cooking will be allowed inside the facility.
- All food, decorations, and supplies brought into the facility by renters are to be removed by the end of the rental period.
- Decorations must be provided by the renter, and shall be limited to balloons, tablecloths, party favors and flowers. Hanging decorations from the fence or tent wall is allowed.
- We do not allow tacks, tape, staples, wire, or putty; as well as confetti and/or glitter.
- The Peter Kirk Pool does not provide power for the renter, please do not bring in anything that will require an outlet.

PROHIBITED ITEMS

- Smoking and alcoholic beverages are strictly prohibited.
- No live amplified music, candles or open flames are allowed. (Birthday cake candles ok)
- BBQ's, Pizza Ovens, and other food preparation appliances are not permitted in the facility.
- Glass is not permitted in the facility.

RENTER'S RESPONSIBILITIES

- **Renter must attend the event and assumes responsibility for all activities conducted during the rental.**
- Renters shall be responsible for obtaining and maintaining at no cost to the City, all licenses, permits, and other authorizations required to legally conduct rental activities.
- Renter must check out with Aquatics team before leaving to make sure all items have been packed up.
- One group Supervisor must be designated by the rental party to act as the liaison to the Aquatic Safety Team. The Group Supervisor must be at least 21 years of age or older. Additional adults must be at least 18 years of age or older.
- Direct supervision of children by adults must always be maintained while group is in and/or near the water. Adults must always have visual contact with the children in their group, including the locker rooms before, during and after the visit.
- Supervision is defined as being able to see/hear/discipline the children that the adult is directly responsible for watching. Adults must ensure that the children are abiding all facility rules and are encouraged to review facility rules upon each visit.
- The group Supervisor must inform the Aquatic Staff of any medical problems that may exist with any of the group members prior to entering the pool.
- Ratio of adult to children:
 - 1 Adult to 6 children between the ages of 7-13
 - 1 Adult in swim attire in water to 3 children 6 years of age and under

2024 PETER KIRK POOL RENTAL AGREEMENT

____Renter understands and agrees that it is the renter's sole responsibility to provide supervision for all activities contemplated by this agreement. Renter further understands and acknowledges that lifeguards are not responsible for providing supervision; lifeguards are responsible for enforcing safety rules and responding to emergencies.

____Additionally, renter understands and agrees that a ratio of 3 children under the age of 7 per one adult is in effect for all swimmers. Non-Swimming children, those who cannot pass the swim test, under 7 years must always be accompanied by an adult in the water.

____An adult is defined as a responsible person, 18 years of age or older, who is wearing appropriate bathing suit attire and is in the water, within arm's reach of the children.

____Renter agrees that he/she shall communicate these requirements to all guests/patrons associated with and attending this event.