

**TUCKAHOE VILLAGE WEST RECREATION ASSOCIATION
RULES FOR HOSTING A PARTY DURING REGULAR POOL HOURS**

- Only members at least 21 years of age and in good standing may host a party during regular pool hours.
- A member must contact Emily Eastman at least fifteen (15) days prior to the event to determine if a pavilion is available and to insure lifeguards can be scheduled through SwimMetro, if needed. **You must contact Emily to reserve the pavilion. Emily will enter your name on the reservation calendar upon receipt of the TVWRA Party During Regular Hours Request Form and the \$40 reservation fee.**
- A member can have no more than twenty (20) guests during regular pool hours. A guest is any individual entering the facilities (except for dropping off or picking up), whether swimming or not.
- Permission must be requested from the Board designee (Emily) for any deviation to the maximum 20 guest provision. If permission is granted by the Board and lifeguard manager, the cost (at the current SwimMetro rate) for an additional lifeguard(s) will be assessed to the member and must be paid at least three days prior to the party.
- The attached TVWRA Party During Regular Hours Request Form must be completed in full.
- A member must indicate which pavilion is requested for the party. Pavilions can be reserved for a minimum 2.5 hours; max of 4 hours (includes time for setup and cleanup) for an event. A \$40 fee is charged for use of any pavilion rental for 2.5 hours, and an additional \$10 per half hour will be added for reservations exceeding beyond 2.5 hours. The Wading Pavilion can only be reserved for parties where the attendees are aged five and under.

Example: 4 hour reservation will require a reservation fee of \$70.

- A \$5 guest fee for each in town, non-member guests shall be paid to the Gateguard on duty on the day of the party. **A list of invited guests must be presented to the gate guard on duty prior to the party. The Gate Guard will calculate the amount of guest fees due based on attendance.**
- One adult chaperone is required for every ten people attending any party for children or teenagers under the age of 18. The sponsor must provide the names of these chaperones at the time the party is scheduled.
- **Cancellation Policy: An event can be cancelled without penalty provided that the member using the pool provides Emily at least 3.5 hours notice before the scheduled start of the event.**
- It is the responsibility of the member using the pool during regular pool hours to clean the pool facilities used, including dumping of any trash into the dumpster. If the grill is used, it must be scraped and cleaned while hot. The party must end no later than the regular close hour for the pool on the day of the party, and everyone must leave the area immediately when the pool closes. The lifeguards' hourly fees apply until the pool is clean and the doors are locked.
- All TVWRA Rules and Regulations included on the following pages are applicable and must be followed by all members and guests attending the party. It is the responsibility of the member using the pool during regular hours to see that his/her guests are familiar with the rules. If the Rules and Regulations are not being followed, the lifeguards on duty will cancel the party and require all attendees to leave the premises immediately. No refunds of guest or lifeguard fees will be made.

Emily Eastman
TVWRA Board (804) 335-9852
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**TUCKAHOE VILLAGE WEST RECREATION ASSOCIATION
PARTY DURING REGULAR POOL HOURS REQUEST FORM**
(Must be completed and returned to Emily Eastman with applicable rental and lifeguard fees, if any, at least 15 days prior to the scheduled event. The cost for an additional lifeguard(s) (if permission is granted by the Board and lifeguard manager for more than 20 guests) is required to be paid at least three days prior to the party. Guest fees are paid the date of the event to the Gate Guard.)

MEMBER REQUESTING TO HOST PARTY DURING REGULAR POOL HOURS:

MEMBER PHONE NUMBER: _____

MEMBER EMAIL: _____

DATE OF PARTY: _____ **HOURS** _____

ESTIMATED NUMBER OF PEOPLE ATTENDING

(Maximum 20 During Pool Hours, additional will need approval): _____

PAVILION REQUESTED: ____ Wading ____ Adult

AGE OF PEOPLE ATTENDING: ____ 5 and Under ____ 5 to 21 ____ Adult

WILL ALCOHOL BE PERMITTED AT PARTY? ____ YES ____ NO

I, _____ (TVWRA Member Name) request to use the TVWRA pool pavilion, as specified above, on _____ (date) for the hours of _____ (time) for use of _____ (event description). A pavilion fee of \$ _____ is enclosed. A \$5 guest fee for each in town, non-member guests shall be given to the Gate Guard on duty on the day of the party.

I understand the conditions for hosting a party during regular hours and agree to abide by all TVWRA Rules and Regulations posted and attached to this reservation. I am further responsible for all of my guests, will make them aware of the posted rules, and will insure they follow the TVWRA Rules and Regulations.

Member Hosting Party During Regular Pool Hours

Date: _____

Received by: _____

Date: _____

Fees Paid: _____

Tuckahoe Village West Recreation Association Rules and Regulations

The rules and regulations provided below are designed to ensure the safety and well-being of the members. Each member should read these rules and regulations carefully and explain them to family members as necessary.

Section A: General

The entire facilities of the Association (pool, tennis courts, parking lot, playground, etc.) are under the direct supervision of the Association's Board of Directors and the lifeguards. The lifeguards have been instructed by the Board to enforce all rules and regulations and are authorized to suspend swimming and attendance privileges of anyone who violates them or for conduct that, in their opinion, is not in the best interest of the Association. General rules and regulations are as follows:

1. Members and guests are expected to cooperate and abide by the lifeguards' decisions. Members and guests are not permitted to interfere with or reprimand employees of the management company hired by the Association. Any complaints should be made to a member of the Board.
2. Members and guests will not engage the lifeguards in unnecessary conversation while the guard is on duty.
3. Every swimmer must leave the pool in the event of an emergency. The signal for this command is three blasts on the lifeguard's whistle.
4. If the lifeguard feels the pool facilities need to be closed for weather or other emergency situations, all members and guests will be instructed to leave the facilities immediately.
5. At the discretion of the Board, rest periods may be signaled at which time the pool will be cleared of all swimmers less than 18 years of age. A child 5 and under, under the direct custody and control of an adult in the pool, may use the confined 3-foot area during this period, provided that the adult is within arm's reach. Any member or guest under 18 years of age who refuses to clear the pool when signaled will be required to remain out of the water for an additional 15 minutes. If this reprimand is not followed, the lifeguard will eject the member from the facilities for no less than the remainder of the day.
6. The lifeguards, at their discretion, can call a rest period to clear all swimmers to gain control of the facilities, to require a cleaning of the facilities, or for any safety reason deemed in the best interest of the Association and its members and guests.
7. Children over 5 years of age are not permitted to use the Kiddy Pool. Children using the Kiddy Pool must be under the direct supervision of a responsible person.
8. Babies in either the main pool or the Kiddy Pool must wear plastic/rubber pants over diapers or wear the diapers designed for swimming.
9. All members and their guests should wear appropriate swimming attire. Individuals wearing improper swimming attire, including but not limited to thongs, Brazilian bikinis, and cut-off materials (which damage pool pumps), will not be allowed in the pool facilities.
10. Running, pushing, dunking, and rough play are prohibited and may result in the prompt expulsion from the facilities for no less than the remainder of the day. Balls cannot be thrown from deck to deck; at least one person must be in the pool when balls are thrown.
11. Inappropriate language, including back-talking the lifeguards or other individual in authority, will not be permitted. Violators will be expelled for no less than the remainder of the day.

12. No diving equipment (except for lifesaving equipment), inner tubes, noodles, or similar equipment is allowed in the swimming pool, except during special events. If a toy is deemed unsafe or detrimental to the enjoyment of the membership and its guests, the lifeguard may restrict or disallow its usage. Swim aides attached to the body are permissible for children only when supervised by a responsible person within arm's reach in the water and are restricted to the confined three (3) foot area.
13. No diving is allowed, except in the deep end of the pool.
14. The following rules must be observed in the deep end of the pool:
 - a. Only one person is allowed on the diving board at one time.
 - b. A person cannot climb the ladder of the diving board until the diver has left the board.
 - c. A diver may only move forward or upward on the steps or on the diving board. No backing up is allowed on the steps or diving board.
 - d. People diving have the priority over swimmers in the diving well. No swimming is allowed in the diving area except when lap swimming is permitted, at which time one or both diving boards will be closed.
 - e. The lifeguards may require any member or guest to pass a test of swimming (length of pool) before allowing the member or guest in the deep end or to use the diving boards.
 - f. Children must pass a swimming test administered by the lifeguards (as detailed in 14e) before using the diving board or swimming in the deep end.
 - g. No double bouncing on the diving boards is allowed.
 - h. No gainers, inward dives, or frontal dives are allowed from the diving boards.
 - i. Diving blocks are restricted to swim team activities.
 - j. No horseplay on the board or while waiting in line.
 - k. Leave diving well promptly.
 - l. Dive at your own risk.
 - m. The lifeguard may expel any member or guest from the deep end of the pool, including using the diving boards, for conduct not in the best interest of the Association or its members and guests.
 - n. Due to the risk of potential injury, no one shall be allowed to wait in the diving well in order to catch or assist another person who is jumping off the diving board or wall.
15. Food and beverages are not allowed in the pools or along the sides of the pools during regular operating hours. Chewing gum is prohibited in all Association facilities.
16. No glass of any kind is permitted inside the Association facilities.
17. No straws or objects small enough to go through the strainer baskets may be brought into the pool enclosure.
18. The lifeguards are authorized to clear and close the pool until all cups, wrappers, and other refuse is placed in trashcans. Members and guests refusing to clean after themselves will be expelled from the facilities.
19. Tennis courts and playground facilities are for the use of members and their guests only and are intended for their designated use only. Violators will be expelled from the premises. No skateboards, roller skates, rollerblades, bicycles, etc. are allowed on the tennis court surface. Only soft-soled shoes are allowed on the tennis courts. When others are waiting for court usage, play must be limited to one hour.
20. The Association will require any member or guest destroying Association property to pay for all damages to clean, repair, or replace the property.
21. Members and guests are requested to park their cars in an orderly fashion for the maximum utilization of the parking facilities. Horn blowing is absolutely prohibited, except for emergencies. Speed must be kept at a minimum and constant vigilance for pedestrians is required.
22. All-terrain vehicles (ATV's) and unlicensed motorized vehicles are not allowed on Association property without the permission of the Board.

23. In order to maintain a harmonious relationship with our residential neighbors, members and guests will not trespass on adjoining property.
24. Guns and other weapons are not allowed on Association property unless required by the member's profession.
25. Pets are not allowed within the facilities of the Association.
26. Smoking and vaping are permitted only in the designated smoking area. Smoking and vaping are not allowed within the gated facilities.
27. Illegal drugs and any psychoactive mind-altering substances, including cannabis/marijuana, are not permitted on Association property.

Section B: Membership

All membership fees, annual dues, and charges must be paid in full prior to using the Association's facilities. Payment of any fees in installments, if applicable, must be current. An unpaid member may not use the facilities as the guest of paid members. Specific rules and regulations related to membership are as follows:

1. Each member aged 11 and older is required to sign the register each day he/she uses the facilities.
2. Babysitters employed by members of the Association will be admitted at no charge and allowed to use pool facilities in the line of duty provided that they are listed on the annual application. Each babysitter must complete a Membership Addendum. Note: The babysitter is not allowed to attend the pool without being accompanied by the pool member's children. If the sitter attends along with the parent, the sitter will be considered a guest and required to pay the guest fee.
3. A pool member who provides childcare to a non-member child aged 11 or younger may add that child to the pool member's application. The member will be assessed an additional \$100 in summer dues per daycare child. For each daycare child, the member will submit a Membership Addendum form completed by the daycare child's parent/guardian. The daycare child is not eligible to participate on the swim team.
 - (a) The daily "guest" fee will not be charged for the daycare child as long as the child is accompanied by an adult from the pool member's family at a time during which the pool member is actually providing childcare services to the child. (For example, if the child's parent is not working and the child is simply playing with the pool member's children, the child will be treated as a "guest" and subject to the guest fee.) Out of respect for other pool members, the pertinent pool member and daycare child are obligated to advise the gate guard when the child is not under childcare supervision and is attending the pool as a guest. It is the pool member's responsibility to explain these guidelines to the daycare child and his/her parent and to help ensure that these guidelines are followed. Failure by a daycare child to pay the guest fee on occasions when the member parent is not actually providing day care services may result in revocation of this pool privilege.
 - (b) The age to qualify for the membership as a Senior Citizen Couple with no children is 58 years of age. A Senior Citizen Couple may add a grandchild to their membership for a cost of \$100 per child.
4. Children under 11 years of age must be accompanied by a parent or other responsible person (15 years of age or older) to whom the parent has delegated this responsibility. A person aged 13 or 14 can supervise one sibling under the age of 11. Unaccompanied children under 11 years of age will not be permitted to enter or use the facilities.
5. Parents are responsible for their dependents and their dependents' guests regardless of age. If a dependent (aged 11 and older) does not abide by all rules and regulations set forth, he will not be allowed to use the facilities without the accompaniment of a parent.

Section C: Guests

1. Guests must be accompanied by their member-host and are required to sign the register each day they use the facilities. A guest is any individual entering the facilities (other than dropping off or pickup up), whether swimming or not.
2. Up to 10 out-of-town guests, defined as those living outside of a 50-mile radius of the facility, will be admitted to the facilities when accompanied by the member- host. No guest fee will be assessed
3. Up to 10 in-town guests, defined as those living within a 50-mile radius of the facility, will be admitted to the pool when:
 - a. Accompanied by their member-host,
 - b. Signed in the register by their member-host,
 - c. A \$5 per day guest fee has been paid (Children under the age of 1 are free),
 - d. Their attendance does not contribute to overcrowding, and
 - e. They have not exceeded three visits in the calendar month.
4. A member family having a party during normal operating hours is required to pay a \$5 per guest fee for all in-town, nonmembers attending the event. A maximum of 10 guests are allowed if the member family is not renting a pavilion for the party. A pavilion must be rented if the member family intends on having over 10 guests at an event during normal business hours. Permission must be requested 15 days prior to the event from the Board designee on the Rental Form (located on the website and at the front desk). There is a 20 guest maximum for pavilion rentals during regular operating hours. Permission must be requested from the Board designee for any deviation to the maximum 20 guest provision. If permission is granted by the Board and lifeguard manager, the cost of an additional lifeguard(s) will be assessed to the member and must be paid at least three days prior to the party.
5. Members are responsible for the conduct of their guests and are responsible for advising guests of the rules and regulations.
6. Frequent and/or blatant disregard for the rules and regulations pertaining to guests may result in the loss of a member's guest privileges.
7. A guest not accompanied by a member-host will be considered a trespasser and will be requested to leave the facilities immediately.
8. A member can rent the pool for after-hours events, subject to Board approval and the rental procedures and the rules and regulations of the pool. Pool rental reservation forms are available at the front desk.

Section D: Other

1. The Association will not be responsible for:
 - a. Injuries sustained by members, dependents, or guests; and/or
 - b. Money or personal property losses sustained by members, dependents, or guests.
2. Members are urged to have a medical checkup and watch their health carefully during the swimming seasons. A person suffering from a cold, flu, or other contagious illness or disease should not use the pool. Persons with open sores or bleeding will not be allowed in the pool. Anyone who has had diarrhea should not use the pool for two weeks following the illness. The lifeguards are instructed to bar anyone from the pool whose physical condition, in their opinion, is contrary to the best interest of the Association. Any person with heart disease, diabetes, epilepsy, fainting spells, or other serious condition must make the fact known to the lifeguards on duty. This rule does not imply that the Association or lifeguards assume any responsibility for health or physical condition of the members or their guests.
3. Members are bound by all locality, state, and federal laws.

Section E. Communication

1. Members should read their email, visit the website (www.tvwra.com), and/or check the bulletin board, on the buildings for announcements of scheduled events, notices of pool closure, and information of general interest.