



# 2022-2023 Fall-Spring Party Request Form

Date

Time

AM

PM

## Contact Information *(Please print clearly and complete all information)*

First Name

Last Name

Name Of Group/Organization/Individual Interested In Party/Rental

Street Address

City

State

Zip

Email

Primary Phone

☐

Member

☐

Guest

### Original Pool/Multi-Purpose Room, 25 Participants - \$191 Member/ \$242 Guest

Mark Choice 1, 2, 3

Date Of Party

Saturday

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Pool Time - 1:00pm-2:15pm

Room Time - 2:30pm-3:30pm

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Pool Time - 2:30pm-3:45pm

Room Time - 4:00pm-5:00pm

Sunday

☐

Pool Time - 1:00pm-2:15pm

Room Time - 2:30pm-3:30pm

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Pool Time - 2:30pm-3:45pm

Room Time - 4:00pm-5:00pm

### Competition Pool/Conference Room, 35 Participants - \$237 Member/\$300 Guest

Mark Choice 1, 2, 3

Date Of Party

Saturday

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Pool Time - 12:30pm-1:45pm

Room Time - 2:00pm-3:00pm

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Pool Time - 2:00pm-3:15pm

Room Time - 3:30pm-4:30pm

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Pool Time - 3:30pm-4:45pm

Room Time - 5:00pm-6:00pm

### Gymnasium/Members Lounge, 30 Participants - \$125 Member/ \$165 Guest

Mark Choice 1, 2, 3

Date Of Party

Saturday

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Gym Time - 1:15pm-2:15pm

Room Time - 2:15pm-3:15pm

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Gym Time - 2:30pm-3:30pm

Room Time - 3:30pm-4:40pm

Sunday

☐

Gym Time - 12:00pm-1:00pm

Room Time - 1:00pm-2:00pm

☐

Gym Time - 1:15pm-2:15pm

Room Time - 2:15pm-3:15pm

☐

Gym Time - 2:30pm-3:30pm

Room Time - 3:30pm-4:30pm

Anticipated Number Of Participants

Party Type/Description

Member Services Representative Initial

Date

## Frequently Asked Questions

- A non-refundable deposit of 25% of the total rental fee is required to hold reservation of facility/grounds. Remaining balance is due 1 week prior to the party.
- You may arrive **15 minutes** prior to your party start time.
- Staff will meet & greet you and your guests upon arrival, and will assist with bringing items in to WCC and will help set up.
- At conclusion of your party, Staff will assist you with bringing items to your vehicle, and will cleanup.
- Your party room has a fridge with freezer, and your tables and chairs will be set up prior to your arrival. WCC does not provide plates, utensils, food, beverages, tablecloths, decorations etc., however, you may bring in other food or party items you wish, big or small.  
**\*No alcohol please\*.**
- Please **do not hang or tape any party decorations on the walls**. However, you may hang or tape decorations onto our windows.  
**Blue painters tape can be provided for use upon request.** Please be advised there may be another party after yours, or the building may be closing shortly after. Therefore, keep to your allotted party time, and plan accordingly.
- If you need to change the date of your party for any reason, WCC will do our best to accommodate your requested date, but cannot guarantee you an immediate date.
- If the building is closed for a weather related event, we will do our best to quickly accommodate your party. WCC will contact you as soon as a decision has been made to close the building.
- If the size of your party changes dramatically, please notify the WCC in advance so that we may prepare the party room accordingly.

### For pool parties:

- The Lifeguard will conduct a brief swim test when swimmers arrive to verify they can swim safely without assistance. If the participant cannot swim safely without assistance, they will be asked to wear a life jacket which is provided by WCC.
- Life jackets and noodles are available, but participants can bring in any flotations, toys, etc., to personalize the party.

### For gymnasium parties:

- We offer a variety of options such as roller-skating, open rec, specific games (dodgeball, mat ball, soccer, basketball etc.)
  - We can provide skates, or you can bring your own; please notify the WCC at the time of the party that you are requesting rollerskates. Additionally, please let us know if there are other requests or concerns to confirm availability.
- Music can be played throughout the gymnasium via CD, MP3 Player, or iPod.
  - If you have your own music player, playlist, cord, iPod, etc., we can try to connect to our system and speakers in advance. If you have other questions related to music, please inquire at the time of the rental reservation.