



## Pool Hours and Party Policy

1. The pool is open to all Recreation Members during the times indicated on the schedule, published in the Pipeline newsletter and shown on the web site. A copy is also available from the Highland Pointe office.
2. Any swimming at other times is not allowed.
3. If you wish to have a **Private Party** at the pool, you must use lifeguards working for the HPRA pool service contractor, in addition to reserving the clubhouse. Private pool parties may be booked only during hours the pool is not open to all members. See notes (a), (b), (c), and (d) below.
  - (a) Pool rental is available after normal pool hours. Reservations and rental fee arrangements can be made through the HPRA office. There will be additional hourly charges for the services provided by the HPRA pool service contractor.
  - (b) Special event lifeguard services will be billed out at a rates:
    - At least 4 days advance notice, \$20 per lifeguard, per hour, with a minimum of \$40 per event.
    - Less than 4 days notice, \$23 per lifeguard, per hour, with a minimum of \$46 per event.
    - There is a two-hour minimum for each event.
  - (c) All parties or events require a \$25 non-refundable reservation/administration fee. Any party cancelled within 48 hours will be refunded the difference between the advance payment and the \$25 reservation/administration fee. Reservation fee can be applied to a future party within 30 days. Payments in full are due no less than 7 business days prior to the special event date (lifeguard and reservation fees).
  - (d) In the event of inclement weather, a full refund of lifeguard hours will be made if the party is cancelled at least 2 hours in advance. Any parties cancelled with less than 2 hours notice will be charged the minimum \$40 lifeguard fee. Reservation/administration fee will be applied towards the party.
  - (e) The HPRA member can schedule a party or special event by calling the Highland Pointe office at 770-973-0925. The office will put you in touch with Nautix Lifeguards and Maintenance, LLC at 770-485-3672, registering online at [www.nautixpools.com](http://www.nautixpools.com), or by filling out a special event request sheet on-site with a staff member. The HPRA member must pay by check and all payments should be made out to Nautix Lifeguards and Maintenance, LLC and mailed to the following address:

3595 Canton Road, Suite A9 #120  
Marietta, GA 30066

- (f) The number of Private party lifeguards required per event will be based according to the following guidelines:

1 to 25 attendees*	1 guard
26 to 60 attendees	2 guards
61 to 100 attendees	3 guards
101 or more attendees	4 guards

\* An attendee is defined as any person(s) associated with the party or event located within the fenced pool facility.

- (g) With less than 4 days notice, special event lifeguard services will be billed out at the rate of \$23 per lifeguard per hour with a minimum of \$46 per event, plus the \$25 administration fee. The HPRA member will be billed on-site the day of the scheduled event, and payment will be due within 7 business days after the scheduled event.

- (h) Due to safety concerns, one additional event lifeguard shall be required for any party involving alcoholic beverages. It is the responsibility of the sponsor to inform their guests whether or not alcohol will be allowed at the event.
4. If you wish to have a ***Party During Normal Scheduled Pool Hours*** at the pool, the following guidelines apply:
- (a) A ***Party*** during normal pool hours is defined as 15 or more people total in the pool or on the pool deck, with at least one HPRA Member as the responsible host.
  - (b) An extra lifeguard(s) is necessary for the party based on the number attending whether being on the pool deck or swimming in the pool. Rates for pool parties during normal hours of pool operation will be same as private parties. The primary difference is the attendee to guard ratio. For parties during normal pool operation, one lifeguard is needed for each additional 15 attendees. This lower ratio is required since the pool is presumed to already have a high bather load during normal pool operating hours.
  - (c) There is a two-hour minimum for each event.
  - (d) Party reservations can be set up through the Highland Pointe office and extra lifeguards must be arranged directly with Nautix, LLC (see 3e).
  - (e) A gathering of less than 25 HPRA members is not considered a party, but other benefits are gained by reserving a party time. All gatherings of 25 or more people are required to make a party reservation.
  - (f) Due to safety concerns, one additional event lifeguard shall be required for any party involving alcoholic beverages. It is the responsibility of the sponsor to inform their guests whether or not alcohol will be allowed at the event.

*Rules and Guidelines are subject to revision at any time by the HPRA BOARD*