



SandVenture Group Use Request Form

Shakopee Parks and Recreation
1255 Fuller Street, Shakopee, MN 55379
Phone# (952) 233-9528 Fax# (952) 233-3831
www.ShakopeeMN.gov or KNadeau@ShakopeeMN.gov

OFFICE USE ONLY	
Date/ Time Rec'd _____	
Staff Initials _____	
Date Processed _____	Staff Initials _____
Permit or Booking # _____	

Contact Information

Main Contact: _____ Birthdate: _____ Email: _____
 Organization/Group: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Main Phone: _____ Alternate Phone: _____

Reservation Information

Date	Day	Arrival Time	Departure Time	# Participants	Age of Participants	# Supervisors

Payment and Refund Policy

- 1 weeks advance booking required.
- \$100 deposit per visit due with request form. Deposits are applied to the balance due prior to entry on the day of your visit.
- Beach shelter rental available for \$20/hour
- Deposits are non-refundable unless: Weather circumstances resulting in closure occur prior to entry, we are unable to accommodate your request, unforeseen maintenance closures occur.
- Payment by cash, check (payable to City of Shakopee in exact \$ amount) or Credit Card (Visa, MC).

Group Rates

- Public Groups: \$5/per person, 20 or more, within operating hours, charge applies to participants and supervisors.
2020: 11am-7pm, June 8th – August 23rd
- Private Groups: \$5/per person, 200 or more. Inquire regarding available dates/times. Dependent on guard availability.

Special Requests/Notes

Agreement – Signature Required

As lawful consideration for being permitted to use the Parks and Recreation facility listed above, I agree that the City of Shakopee shall be held harmless and exempt from liability for any injury or disability which I or the participants of the rental listed above might incur as the result of use of the facility listed above due to the passive or active negligence of the City, agents or employees. This release of liability of the City of Shakopee, does not include any injuries that I or other participants of the rental listed above incur as the result of willful, wanton or intentional misconduct by the City of Shakopee, its agents, employees elected officials or volunteers. This agreement is specifically binding upon my spouse, heirs and assigns and the spouses, heirs and assigns of the participants of the rental or program listed above.
 With my signature, I verify I have read and understand the rules and regulations associated with this request.

_____ **I have read and agreed to the payment and refund policy terms and understand the group use guidelines. (Initial)**

DATE: _____ SIGNATURE: _____

Payment Information

Deposit Rate **\$100** x # of Reservations _____ = Total \$ _____ Shelter Rental **\$20/hour**: _____
 Cash Check # _____ Visa _____ MasterCard _____ Approval _____
 Credit Card # _____ - _____ - _____ - _____ Expiration Date ____/____ 3 Digit Security Code _____



Group Use Guidelines

GROUP SUPERVISION RATIOS

ACTIVE SUPERVISION AT THE FOLLOWING MINIMUMS ARE REQUIRED, BOTH IN WATER AND ON LAND:

Participant Age	# Participants	# Supervisors age 16+ Required
4 and Under	3	1
5-9	6	1
10+	10	1

(Groups may be refused admittance without adequate supervision, no refunds)

- Height and/or swim requirements may apply to some pool features.
- Know participant limitations. Lower ratios if there are skill or special need challenges.
- Use the buddy system and take participant counts every 30 min.
- A supervisor should accompany any child leaving the group (restrooms, play equipment, etc.)
- Discounts are not offered for those that may have a season pass or other admission promotion.
- MN State regulations and pool specific rules apply. It is the responsibility of the group to know and abide by the rules.

FOOD/CONCESSIONS

- Outside food is not permitted. Concessions are available. Grass areas available outside the gate for picnics.
- Groups may consider a rental reservation of the Lion's Park Picnic Shelter close to the entry if they choose.

FLOTATION DEVICES

- U.S. Coast Guard approved Type I, II, III or V personal flotation devices are acceptable. Children wearing a secured and properly sized device must remain within arms reach of a supervisor.

BEACH TOYS

- Clean beach toys such as buckets, small shovels and dive rings are permitted. No large beach balls. Regulated at pool discretion.

GROUP CHECK IN

- A contact from the group must check in with the aquatic park supervisor prior to participants letting the group off of the bus and/or using the facility.
- Advise the aquatic supervisor of any and special needs/circumstances that may affect ability in the water.
- Brief the aquatic supervisor on the supervision levels required and that are being met according to the required ratios.
- Ensure that participants are wearing proper swim attire (required). No street clothes and/or cotton clothing in the water.

CONTACT

Katelyn Nadeau at KNadeau@ShakopeeMN.Gov or 952-233-9528