

# Pool Reservation Request

PLEASE FILL OUT THIS REQUEST IN ITS ENTIRETY

Requestor Name: \_\_\_\_\_ WK Phn: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Cell Phn: \_\_\_\_\_  
Unit: \_\_\_\_\_  
# Participants: \_\_\_\_\_  
Date for Reservation: \_\_\_\_\_

**\*\* Sports, Fitness and or Aquatics programs have priority at all times. The requestor will be notified in advance if a conflict exists in order to adjust the requested times and dates accordingly.**

Requesting hours for reservation, **no reservation during PT / lunch:**

Start Time: \_\_\_\_\_  
End Time: \_\_\_\_\_

**No Reservations between:  
0530 - 0800 or 1100 - 1300  
or 1700 - 2100**

Type of Reservation Requesting, **only 1 location per requestor (check one):**

Smith Fitness Center Pool  
Saturdays & Sundays  
1200-1400 or 1400-1600

Carey Pool (seasonal)  
Currently closed for  
renovations.

Kelly Hill Pool (Seasonal)  
Friday, Saturday, or Sunday  
1600-1800 or 1800-2000

MWR Pool  
Friday, Saturday or Sunday  
1600-1800 or 1800-2000

Location Preference:

**1st Choice** \_\_\_\_\_

**2nd Choice** \_\_\_\_\_

**3rd Choice** \_\_\_\_\_

**Base Cost:** \$50 for 2 hours, for up to 25 people  
**Additional Cost:** \$15 for up to 25 additional people.  
\$15 for an extra hour (per25 people)

All reservation requests must be submitted to the Aquatics Manager at a minimum of 2 weeks prior to date of request. Email request to vivian.p.pedrozol@us.army.mil

All reservation requests will be processed within 48 hours of receipt. If notification of approval or disapproval is not received in this time frame, the requestor should follow up with the appropriate Aquatics manager.

Upon approval, payment must be made by 1600 on the Wednesday prior to the party at the front desk of Smith Fitness Center, BLDG 2874, Dixie Rd.

Private Parties are currently unavailable (pool is open to public)

Guest are not required to show military ID

Food and Beverage may be brought to the party (no alcohol or glass containers)