



Exclusive Rentals

Exclusive Rental Policies and Procedures

Reservation Policies:

- Reservations must be made at least three weeks in advance to ensure adequate staffing levels.
- Reservation date and time is secured with 50% of rental fee as a deposit. The remaining balance is due the date of the rental, final payment must be made prior to the start of the rental.
- All reservations are first-come, first-serve, and are subject to availability.
- Exclusive rentals will only be permitted to be scheduled between the hours of 6:30pm – 9:30pm, all rentals require a two-hour minimum rental time.
- The PWC Department of Parks, Recreation & Tourism reserves the right to conduct a background investigation of any rental group.
- Checks will not be accepted within 14 days of rental date.
- Accepted payments: cash, check (made payable to PWC), VISA, Discover, American Express, and Master Card.

Cancellations:

- Waterworks Waterpark team members will contact rental groups 24 hours in advance of rental date if inclement weather is fore casted for the rental day to invite the rental guest to reschedule or request a refund.
 - Inclement weather is defined as: temperatures below 70 degrees Fahrenheit, prolonged precipitation, sustained storms containing thunder and lightening
- In the event that Waterworks Waterpark does not open due to inclement weather, the exclusive rental group will be contacted and required to make decision regarding rental by 5pm. They will have the choice to reschedule, cancel and receive full refund or move forward with rental as scheduled.
 - If the group decides to move forward with the event and inclement weather occurs during the rental period, rental guests will be subject to comply with all facility regulations regarding weather conditions.
 - No refunds or time adjustments will be made.
- Cancellations must be made at least 14 days prior to rental date for a refund, less a \$50 administrative fee. Cancellations made less than 14 days prior to rental will result in no refunds.

Exclusive Use Policies:

- The contracted party is responsible for ensuring that all trash and debris must be properly disposed in containers.
- Exclusive rental is to be used for invitation only events.

(continued on back)

Waterworks Waterpark

5301 Dale Blvd. • Dale City, Va 22193 • (703) 792-8415
www.waterworkswaterpark.com • email: waterworks@pwcgov.org

- The Department of Parks, Recreation and Tourism is in no way responsible for injury or damage to property or persons using the facility. The contracted party is solely responsible and in no way will hold the Prince William County, or its employees, responsible for damages. The contracted party agrees to pay for any damages and/or excessive trash removal.
- Alcohol use/consumption is not permitted within Waterworks Waterpark or Andrew Leitch Park.
- Glass containers are not permitted.
- DJ's or sound systems are not permitted within Waterworks Waterpark or Andrew Leitch Park.
- The contracted party is prohibited from selling items or products of any kind, including but not limited to food, drink, alcohol, or merchandise on Prince William County property, which includes Waterworks Waterpark and Andrew Leitch Park.
- In the event that a police or ranger presence is required for your function, all fees related to such services are due at the time of reservation in addition to the reservation fee.
- Grills are not permitted.
- Moon bounces are not permitted with Waterworks Waterpark or Andrew Leitch Park.

Facility Use:

- The following safety and supervision ratios must be maintained at all times:
 - Ages 6 & older – 1 adult for every 10 children
 - Under 6 – 1 adult for every 5 children.
- Coast guard approved life jackets are recommended for guests under 48”.
- Coast Guard approved life jackets are supplied at no charge to guests on a first come, first-serve basis.
- Exclusive rental agreement constitutes acceptance by the patron of the rules and regulations of Waterworks Waterpark.
- All swimming guests must wear proper swimming attire. Cutoff jeans, tank tops, or gym shorts are not acceptable swimming attire.
- Waterworks Waterpark is not responsible for any lost or stolen items from lockers or park grounds.