



Pavilion Rentals

Pavilion Policies and Procedures

Reservation Policies:

- Reservations must be made at least 48 hours in advance.
- Reservation date and time is secured with full payment.
- All reservations are first-come, first-serve, and are subject to availability.
- Rental hours for pavilions that are located within Andrew Leitch Park (outside of the waterpark) are dawn to dusk and all parties must vacate Andrew Leitch Park at dusk.
- 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 MasterCard.

Cancellations:

- Waterworks Waterpark team members will contact rentals 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, refunds will be issued to rentals scheduled inside the waterpark. Refunds for pavilion rentals within Andrew Leitch Park will be issued at the discretion of management.
- If Waterworks Waterpark closes for inclement weather during the operating day, rentals that have begun prior to closure will not receive a refund. Any rental that has not yet begun, will be issued a refund or the ability to reschedule.
- 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.

Pavilion Use:

- The contracted party is responsible for cleaning the pavilion and area surrounding pavilion after use. All trash and debris must be properly disposed in containers.
- The Department of Parks, Recreation & 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.

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Waterworks Waterpark

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

- Alcohol use/consumption is not permitted within Waterworks Waterpark or Andrew Leitch Park.
- 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.
- The Treeline Pavilion has a charcoal grill available for use. No portable or additional grills are permitted. None of the pavilions located within the waterpark have grills available.
- Moon bounces are not permitted with Waterworks Waterpark or Andrew Leitch Park.