

HAMILTON POOLS BOOKING REQUEST FORM

Hamilton Pools



Hamilton City Council
Te kaunihera o Kirikiriroa

HIRER INFORMATION

Booking Name:

Date of Request:

Your Name:

Phone:

Email:

Address:

Suburb:

City:

Post Code:

Date and Time for a booking request

Time:

Date:

Thank you for choosing Hamilton Pools as your venue. Please complete this booking request form. For all booking requests, a minimum of a 30-working day notice period is required.

The Hamilton Pools Customer Bookings Representative will review your request and respond in writing within 7 days.

The Hamilton Pools Team

Waterworld and Gallagher Aquatic Centre are Hamilton City Council Facilities. Our teams are available to assist you during your booking.

Please email the completed form to waterworld.bookings@hcc.govt.nz If you would like to discuss your request, please email Thiniel.dupreez@hcc.govt.nz

Once the booking has been confirmed you will be required to complete the following:

- A Quotation to be confirmed and signed
- Risk Assessment Management Plan to be completed
- Hire Agreement Contract to be signed

Booking start and finish times

Please include in your booking request the time for setting up and packing down. If you would like some assistance to work out how much time to allocate, please get in touch with our Customer Bookings Representative – Thiniel.

Please be aware prices are subject to change. Fees & charges may be adjusted for public holidays and out of operational hours.

Waterworld

07 958 5860

Garnett Ave, Te Rapa Hamilton

Gallagher Aquatic Centre

07 958 5890

Collins Rd, Melville, Hamilton

Email:

waterworld.bookings@hcc.govt.nz

www.hamiltonpools.co.nz

HAMILTON POOLS BOOKING REQUEST FORM

Event Booking at Waterworld

WHAT CAN BE BOOKED? WATERWORLD	2022 PRICING	PLEASE TICK WHAT YOU ARE REQUESTING TO BOOK?
50-meter pool (includes a control room and grandstand)	\$225 per hour	
Bulkhead shift – (Moving Bulkhead to make pool 50m)	\$100 (one-off price)	
Bulkhead extension – (Adding extensions to the Bulkhead to make the bulkhead wider.)	Regional- \$100.00 (includes install & uninstall) National- \$200.00 (includes install & uninstall)	
Dive pool (includes a control room and grandstand)	\$100 per hour	
25m Squad End (includes a control room and grandstand)	\$115 per hour	
Additional Hamilton pools staff (for large events over 200pax)	\$30.60 per hour	
25m Lanes in the 50m pool (Off-Peak Times 9 am – 3.00 pm)	\$12.30 Per Lane Per Hour	
25m Lanes in the 50m Pool Peak (6 am – 9 am & 3 pm – 8 pm)	\$14.30 Per Lane per Hour	
50m Lane Off-Peak (9 am – 3 pm)	\$19.40 Per Lane Per Hour	
50m Lane Peak (6am – 9am & 3pm – 8pm)	\$23.50 Per Hour Per Lane	
Whole Dive Pool	\$45.50 per Hour	
½ Dive Pool	\$23.50 Per Hour	
Agenda Room (kitchen and meeting room)	\$46.00 per hour	
The hub – Meeting & Stretching Room	\$25.00 per hour	
Parking Warden	\$30.60 per Hour	
Security	\$30.60 Per Day	
Additional Lifeguard	\$30.60per hour	
Out of Operational Hours	\$200.00per hour	

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Gallagher Aquatic Centre Bookings

WHAT CAN BE BOOKED? GALLAGHER AQUATIC CENTRE	2022 PRICING	PLEASE TICK WHAT YOU ARE REQUESTING TO BOOK?
25m pool lanes (Off-Peak Times 9 am – 3.00 pm)	\$12.30 Per Lane Per Hour	
25m pool lanes (Peak Times 6 am –9 am & 3pm – 8 pm)	\$14.30 Per Lane per Hour	
25m pool all 6 lanes	\$82.00 per hour	
Full facility Hire	\$148.00 per hour (min 2hour hire)	
Out of Operational Hours	\$200.00 per hour	
Inflatable	\$50.00 Per Hour (Minimum 2 hours)	
BBQ hire	\$15.40 per Hour	
Table area	\$20.30 Per Hour	

School groups and event bookings

SCHOOL BOOKINGS WATERWORLD & GALLAGHER AQUATIC CENTRE	2022 PRICING	PLEASE TICK WHAT YOU ARE REQUESTING TO BOOK?
Child entry	\$2.50 per child	
Hydro slides	\$3 per child	
Spectators	\$2 per person	
Teachers	Free	
25m Squad End (includes a control room and grandstand)	\$115 per hour	
Lido Pool (seasonal Outdoor Pool at Waterworld)	\$103.00 per hour	
Splash Pad / Toddler Pool 5 & Under - Minimum 1 Hour	\$51 per hour	
Inflatable	\$ 50.00 per Hour (minimum 2 hours)	
Rainbow area (Table Area)	\$20.30 per hour	
BBQ hire	\$15.40 per Hour	

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Group Bookings for Waterworld & Gallagher Aquatic Centre

WHAT CAN BE BOOKED?	2022 PRICING	PLEASE TICK WHAT YOU ARE REQUESTING TO BOOK?
Agenda Room (kitchen and meeting room)	\$46.00 per hour	
The hub – Meeting & Stretching Room	\$25.00 per hour	
Indoor Party Area	\$25.50 per hour	
BBQ hire	\$15.40 per hour	
20 kids 2 adults swim-only package	\$50	
Rainbow Zone (divided into three zones with picnic tables)	\$20.30 per hour	
2hr studio & Kitchen hire	\$60.00	
2hr Indoor Party Area + 1hr BBQ	\$55.00	
2hr Table Area + 1hr BBQ	\$50.00	
20 All day Hydroslide passes	\$102.00	
Spectator per person per day	\$2 per person	

Health and Safety

Supervision policy

- Caregivers must be 16 years or older and should always be with the child.
- Children under 14 years must be accompanied by a caregiver and should be always in the same part of the facility.
- Children under 8 years must be always watched by a caregiver, the caregiver does not have to be in the water but should be close to the child.
- Children under 5 years must be accompanied in the water by a caregiver, 16 years or older, and within arm's reach always within the facility.

Smoking, Drugs, and Alcohol

- Hamilton pools is a smoke-free area, please leave the facility if you wish to smoke. (The Smoke-Free Environments Amendments Act 2003.)
- Drugs and alcohol are not permitted at any Hamilton Pools facility. (Anyone under the influence will be asked to leave the premises.)

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Health and Safety & Risk Management

We require a full risk assessment form from you prior to your event taking place.

Who is your Designated Health & Safety Warden?

Name: _____

Email _____

Contact number: _____

Age: _____

- Please note your health and safety warden must be over the age of 18 years. This person must be attending the entire duration of your booking and complete an induction prior to the commencement of your booking.

Who is your Designated COVID Response Person?

Name: _____

Email _____

Contact number: _____

Age: _____

- Please note your COVID response person must be over the age of 18 years and cannot be the same person as the health and safety warden. This person must be attending the entire duration of your booking and complete an induction prior to the commencement of your booking.

COVID at Hamilton pools

In the event of Hamilton pools being affected by covid e.g., Staff impacted or isolated. Hamilton pools will review each process depending on how serious the affected impact is at that point.

Our duty managers hold a key responsibility and role at Hamilton pools without them our services may be adjusted to operate at a safe measure for both public members and staff members.

Bookings may be adjusted or postponed accommodating safe measures while Hamilton pools go through affected impacts.

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REGULAR BOOKINGS (For ongoing bookings requesting regular training times)

Cancellation policy: If a cancellation is received in writing to waterworld.bookings@hcc.govt.nz 30 days prior to the booking date a full refund will be provided. Within 30-14 days of the booking, 25% of the total booking amount will be retained. Within 13 and 7 days 50% of the total booking amount will be retained. Less than 7 days after the booking no refund will be given.

Dates Requested:

Starting Date _____

End Date _____

N.B. When indicating times, please ensure you include time for setting up and pack down of equipment.

Expected number of participants: _____ Expected number of spectators _____

Please detail the expected number of additional people eg coaches, teachers, officials, team managers etc...

	Start Time	Finish Time	50m Pool Squad end	Dive Pool ½ Pool	Dive Pool Whole Pool	How many Lanes are Required (Please Circle)
Monday						1 2 3 4 5 6 7 8
Tuesday						1 2 3 4 5 6 7 8
Wednesday						1 2 3 4 5 6 7 8
Thursday						1 2 3 4 5 6 7 8
Friday						1 2 3 4 5 6 7 8
Saturday						1 2 3 4 5 6 7 8
Sunday						1 2 3 4 5 6 7 8

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EVENT REQUEST (One-off booking e.g. Swim meet, school booking etc...)

Dates Requested: _____

Time Requested: _____

	Start Time	Finish Time	50m Pool Squad end	50m Pool Whole Pool	Dive Pool ½ Pool	Dive Pool Whole Pool	Circle how many Lanes are Required
Monday							1 2 3 4 5 6 7 8
Tuesday							1 2 3 4 5 6 7 8
Wednesday							1 2 3 4 5 6 7 8
Thursday							1 2 3 4 5 6 7 8
Friday							1 2 3 4 5 6 7 8
Saturday							1 2 3 4 5 6 7 8
Sunday							1 2 3 4 5 6 7 8

Pool pod removed	Y / N
False start ropes	Y / N
Side lane ropes	Y / N

Equipment available included in your event hire

WATERWORLD	INFORMATION
Indoor Tables	7 in total
Indoor Chairs	125 in total
Tv Agenda Room	This tv can be used to plug your laptop into for meetings. (See reception for remote)

N.B. When indicating times, please ensure you include time for set up and pack down of equipment. Refer to start and finish times on the first page of this booking request form.

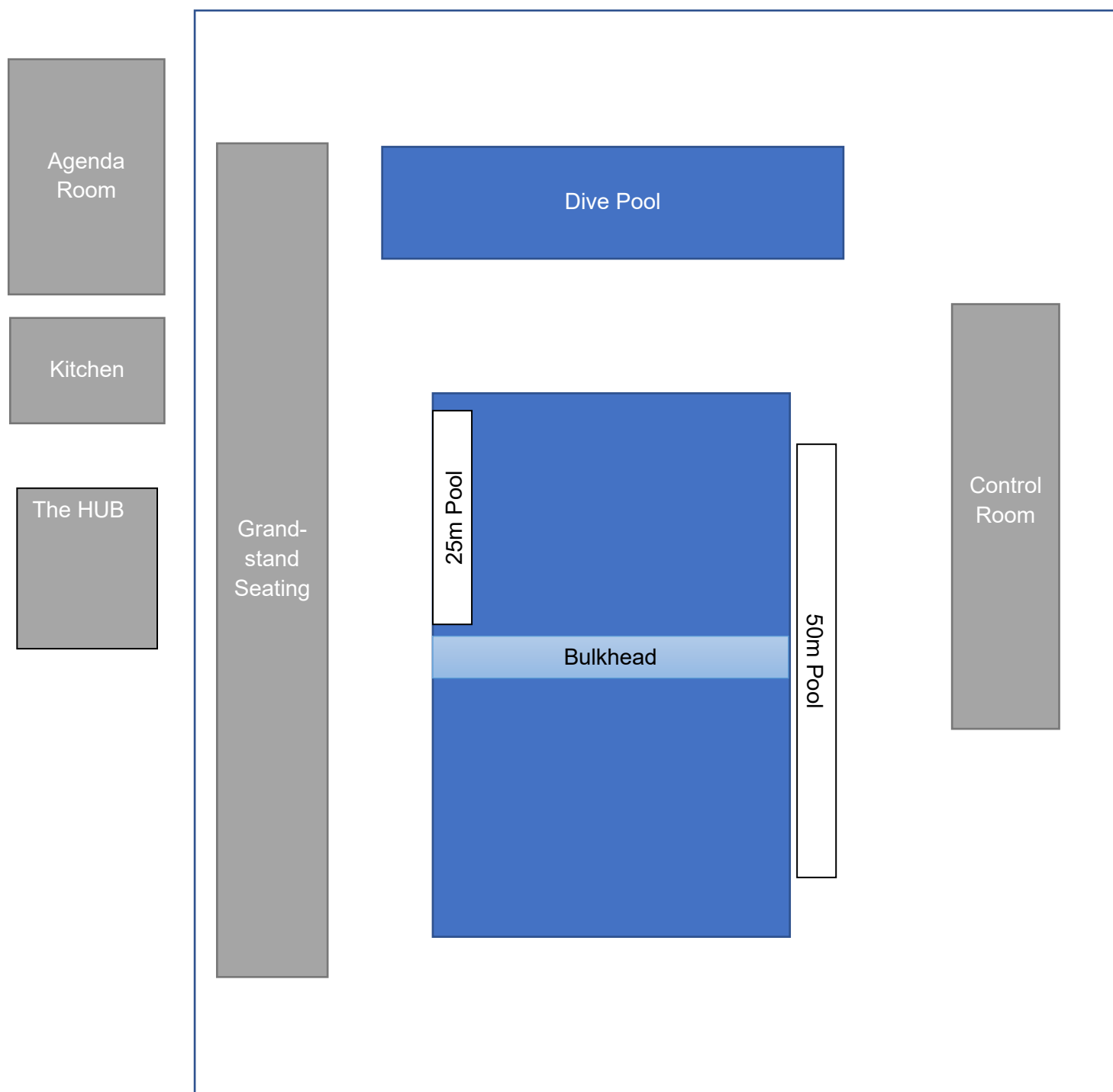
Expected number of participants: _____ Expected number of spectators: _____

Please detail expected number of additional people eg coaches, teachers, officials, team managers etc...

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Event Layout

Identify locations for tables and chairs



The maximum number of spectators for a 50m pool event is 912.

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