



# BAY



## Reservations

Verification of residency is required to receive Resident rates for Reservations. Accounts created online will default to Non-Resident status until proof of residency is submitted in person at the Broomfield Community Center or Paul Derda Rec Center.

### Inclement Weather & Closure Policies:

The Bay will be open if the temperature is projected to be at least 68 degrees. If closure occurs due to inclement weather, you will be contacted by our staff about your options and how we can best accommodate your reservation. Parties, Groups, and After Hours may be rescheduled if space allows or transferred to the Paul Derda Recreation Center (PDRC). Additional fees may apply for room use at PDRC. Please see our website for additional information about PDRC party packages, room rentals, and food policies.

*No refunds will be issued for closure due to inclement weather.*

The facility must be cleared (including the locker rooms) any time lightning is observed in the area. The facility will be closed for at least 20 minutes after the last sighting of lightning or longer depending on the length and severity of the storm.

The pool may close temporarily or permanently throughout the day due to inclement weather, lightning, or fecal accidents. Same day use passes will be given in the event the Bay re-opens. **Around 2pm every day, all pools and slides will be cleared for a 20 minute safety check. Adults (18+ ONLY) are allowed to swim in the main pool during this time. No refunds will be issued for intermittent or permanent closure of the facilities.**

To make a Party reservation, please submit a request through [B-REx.com](http://B-REx.com). Click on Reserve and filter your search for a Birthday Party on your desired date at the Bay Outdoor Aquatic Park.

### Basic Party Packages (10:30am-12:30pm, 1pm-3pm, or 3:30pm-5:30pm)

# of Guests	Resident	Non-Resident	
*Up to 8 guests	\$35	\$60	Includes 1 table for 2 hours (Cabanas only)
Up to 15 guests	\$60	\$105	Includes 2 tables for 2 hours
16 to 25 guests	\$100	\$160	Includes 2 tables for 2 hours
26 to 35 guests	\$150	\$240	Includes 4 tables for 2 hours
36 to 50 guests	\$225	\$350	Includes 6 tables for 2 hours

Reservations reflect total reservation time, including personal decoration and clean up time. Please adhere to your reserved time, as there may be parties before and after yours. Groups are welcome to stay in the facility longer than the scheduled reservation time; however all of your belongings must be cleared from the tables & shelter.

### Cancellations forfeit a percentage of the reservation fee:

- If cancelled more than 2 weeks in advance, you will forfeit 50% of the reservation fee.
- If cancelled less than 2 weeks prior to reservation date or you do not show up for the reservation, you will forfeit 100% of the total reservation fee paid.

To make an After Hours or Group reservation, please use the reservation forms found on <https://broomfield.org/Bay> under the Groups/After Hours tab. Questions may be directed to the Broomfield Reservation line at 303.464.5509. Requests may be submitted by email to [baygroup@broomfield.org](mailto:baygroup@broomfield.org).

Reservations will be processed, first come first serve, according to the following schedule:

RESIDENT REQUESTS: February 1<sup>st</sup> of the current year

NON-RESIDENT REQUESTS: March 1<sup>st</sup> of the current year

**After Hours** (Monday, Wednesday, Saturday and Sunday evenings from 6-10pm)

# of Guests	Resident	Non-Resident
Up to 100 guests	\$500	\$700
Up to 150 guests	\$600	\$800
Up to 200 guests	\$700	\$900
Up to 250 guests	\$800	\$1,000
Up to 300 guests	\$900	\$1,100
Up to 400 guests	\$1,000	\$1,200
Up to 500 guests	\$1,100	\$1,300

**BILLING, CANCELLATION AND CHANGE POLICIES:** A credit card on file and \$100.00 non-refundable down payment are required at the time of booking. The remaining balance will be due 30 days before your event. Parties booked less than 30 days before their requested date will be charged in full. *Two weeks' notice is required for all After Hours reservation requests, changes and cancellations.*

**Cancellations forfeit a percentage of the reservation fees according to the following schedule:**

- o If cancelled more than 2 weeks prior to reservation date you will forfeit 50% of the reservation fee.
- o If cancelled less than 2 weeks prior to reservation date, you will forfeit 100% of the reservation fee.
- o If you do not cancel and do not show up for the reservation, you will forfeit 100% of the total reservation fee paid.

**Groups** (Monday - Friday from 10:30am-3pm)

Any organized group, with more than ten paying participants. Please note: a limited number of groups are allowed each day.

Group rates are approximately 10% off of the daily admission rates, according to the “residency” of the group.

Head counts will be verified upon your arrival to the Bay. If your actual headcount changes significantly from your reservation, you will be allowed an adjustment of 15 participants from your original reservation. For example, if your reservation was made for 50 participants and your group arrives at the Bay with 25 participants, your organization will be billed for 35 participants (50 - 15 = 35). If your group arrives with more participants than estimated, you will be charged for each participant over your estimated booking. For safety purposes, the possibility exists that your group will not be allowed into the Bay on arrival if your actual numbers are higher than your estimate.

**CANCELLATION POLICY:** Groups must notify us at least 30 days in advance of your reservation if you choose to cancel. "No call, no show" groups will be charged in full for their reservation.