

**Baumholder Aquatic Center  
Reservation Request**

**POC INFORMATION:**

Unit: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Pool Hours of Operations**

**Sunday & Monday: Closed**

Tuesday - Thursday: 0630 – 0830 (Military PT & Lap Swim) / 0830 – 1230 (Recreational Swim)

Friday: 1130 – 1730 (Recreational Swim & Lap Swim)

Saturday: 1000 – 1600 (Recreational & Lap Swim)

**Reservation Date:** \_\_\_\_\_

**Number of Soldiers:** \_\_\_\_\_

**Times (Please indicate what time slot you would like under the corresponding day):**

\_\_\_ TUES 0630 - 0730 OR 0730 - 0830 Time: \_\_\_\_\_

\_\_\_ WED 0630 – 0730, 0730 – 0830, OR 0830 – 0900 Time: \_\_\_\_\_

\_\_\_ THU 0630 – 0730 OR 0730 – 0830 Time: \_\_\_\_\_

**Select One:**

**Training**

- \_\_\_ Water Survival Training (1.5 -2HR)
- \_\_\_ Vehicle Rollover Stimulation (1.5 – 2 HR)
- \_\_\_ APFT Swim Test
- \_\_\_ German Proficiency Swim Test

**PT Alternative**

- \_\_\_ Aqua Jogger
- \_\_\_ Circuit Training
- \_\_\_ Water Exercise
- \_\_\_ Fitness Swim
- \_\_\_ Post-Partum PT

**Team Building**

- \_\_\_ Inner Tube Water Polo
- \_\_\_ Aquatic Relay Races

**Other:** \_\_\_\_\_

**Reservation/Training Policy:**

- **Face coverings must be worn into the facility and you must sanitize your hands!**
- Units POC will be notified by an Aquatics Staff Member that the request has been confirmed.
- Submit reservation requests **7 days in advance** for available times during normal operating hours.
- Submit reservation request **2 weeks in advance** for available times during **non-operating hours**.
- There must be a 24 hour cancellation notice. If there is not a cancellation notice, it will be considered a no show.
- ACU's and PT's used for trainings must be **clean, stripped, and pockets emptied**.
- Boots and shoes are allowed for some trainings. They must be clean and **carried into the facility**.
- Everyone must shower before entering the pool.
- Units are responsible to ensure that pool area, locker and multi-purpose room are clean.
- All pool rules apply. Aquatic staff will enforce all safety rules, including proper use of equipment. Individuals not adhering to the guidance given will be asked to leave.

**I understand and agree the Reservation/Training Policies:**

POC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Aquatics Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please E-mail Completed Reservation Request Form to:**  
[barton.w.newton.naf@army.mil](mailto:barton.w.newton.naf@army.mil) | [justin.j.stegner.ln@army.mil](mailto:justin.j.stegner.ln@army.mil)

## **Baumholder Aquatic Center Cancellation/No Show Policy**

### ***RESERVATION REMINDER***

After making your reservation, and you would like a reminder, please let us know! We don't mind calling 72 hours before your scheduled reservation date.

### ***CANCELATION POLICY***

Having to cancel a reservation happens. If your unit cannot attend the scheduled reservation, cancellations can be made 48 hours prior to the reservation date. If there is no cancellation and you do not show up, it will be considered a no show!

### ***NO SHOW POLICY***

To ensure fair usage opportunities for our community, the Baumholder Aquatic Center has a three-strike policy for no-shows. On the third no-show, Chain of Command will be notified and for future reservations, the Commander will have to sign the reservation form along with the requester. If the unit still does not show after Commanders approval, the Baumholder Aquatics Center will no longer approve reservations from that unit.

**\*\* For questions or concerns, please contact the POC: Barton Newton / DSN 531 – 2904 \*\***