



Pontoon Rental Request Form 2009
A. RENTER INFORMATION

Contact Person/Name of Group: _____

Purpose: _____

Address: _____

Street

City

State

Zip

Phone (Home): _____ Phone (Work): _____

Cell: _____ Fax: _____ E-mail address: _____

Residency: Is group primarily Madison Metropolitan School District residents? Yes _____ No _____

Non-profit as defined by law? Yes _____ No _____ Non-profit ES # _____

B. RESERVATION INFORMATION

Rental Days: Monday through Saturday.

Rental Times: 9:30am-12:30pm; 1-4 pm; and 5-8 pm (except for Tuesday and Thursday evenings).

Lakes Availability: Lake Mendota is generally inaccessible Monday through Thursday mornings because of the limited operating hours of the Tenney Park Lock.

1. Date Request: To successfully find an available date, please submit three choices:

1 st Choice	2 nd Choice	3 rd Choice
Day of week:	Day of week:	Day of week:
Date:	Date:	Date:
Time:	Time:	Time:

2. Number of Boats Requested: Indicate number of boats desired: One ___ Two ___

3. Capacity Issues: You may rent up to two boats, each with a 15-person capacity. Boats are wheelchair accessible. Each wheelchair counts as two people because of size and weight. There is a limit of 5 wheelchairs per boat. Total group weight cannot exceed 2,775 pounds, including wheelchairs, due to safety regulations. If your group weight exceeds 2,775 pounds, you must decrease your group number to accommodate the guidelines.

Please indicate an estimate of your group's weight here: _____ (The new U.S. Coast Guard standard used in calculating total passenger weight is an average of 185 pounds per person.)

4. Bridge Clearance: High water or flood conditions can occasionally limit, or even prevent, safe boating operations under Yahara River bridges. Extremely high water may prevent the pontoon boats from going up or down river resulting in a suspension of operations. Moderately high water may prevent boats from going to Lake Monona (low clearance on the Williamson Street Bridge). Even if MSCR staff has determined that there is adequate clearance to pass safely under bridges, passengers may still be required to duck their heads, bend forward at the waist, or leave their chairs and kneel on the carpeted floor (deck) of the boat. Conditions requiring such action are rare, but may occur at times during the season. If any member of your group is in a wheelchair, or otherwise limited in their ability to perform such actions, please inform the scheduler. Alternative seating arrangements, such as a bean bag chair, may solve the problem, but must be arranged by the renter. **Please indicate with your initials that you have read and understand this issue:** _____

FEES* - per boat

_____ **\$115** 3 hour block of rental time

_____ **\$150** 3 hour private specialty trip

Special Rates:* At least 50 percent of the group must represent one of the posted categories below to be eligible for the following special rates:

_____ **\$80** 3 hour block of rental time: Non-profit and human service agencies (501c3 agencies)

_____ **\$60** 3 hour block of rental time: Families, senior citizens

_____ **\$45** 3 hour block of rental time: People with disabilities, & school groups(public and private)

***Non-residents of MMSD must add \$20 to the applicable fee**

_____ I am requesting a 50% Scholarship and meet the MSCR eligibility guidelines stated in the activity guide. I have attached my written request. (Pontoon scholarships are available to individual Madison residents only and are limited to two requests per household per season. We ask that participants pay what they can afford.)

D. ADDITIONAL INFORMATION

Rentals: All rental requests must be made in writing. Return this completed form via mail or fax to: MSCR Pontoon Program, 3802 Regent Street, Madison, WI 53705-5220 or **FAX (608) 204-0557**. Due to the large volume of calls we receive, we're unable to make boat rental reservations over the phone or check the availability of dates. Confirmation of your rental will occur as quickly as possible through a mailed contract. Rain dates cannot be scheduled. Your trip can be re-scheduled if canceled due to bad weather by calling 204-4581.

Changes: Once a contract has been mailed to you, any changes must be made in writing. Mail or fax another form to request changes. This form is available on MSCR's website: www.msqr.org.

Contracts: Your signed rental contract with credit card information must be returned to MSCR **within 10 days of contract date or your reservation will be canceled**. It may be faxed to 204-0557 or mailed with payment to MSCR at 3802 Regent Street, Madison, WI 53705. Canceled rental requests shall be returned to the registrant. Volunteer crews at the boathouse cannot accept contracts or payment on site.

Cancellations: In order to qualify for a refund you must cancel your contract at least seven (7) days prior to your scheduled trip. Cancellations made later than that will result in the loss of your rental fee.

Weather Cancellations: If your MSCR volunteer driver/skipper determines that weather conditions are unsafe for your scheduled trip, the trip will either be rescheduled or a refund issued. If your MSCR volunteer driver/skipper determines that your trip does **not** have to be canceled due to weather, but you decide to cancel, rental fees will be forfeited.

E. AGE, DISABILITY AND ETHNIC INFORMATION

MSCR is dedicated to providing accessible programs for all people. To help us achieve that goal please provide the following information about your rental group:

Number of Adults: _____

Number of Children: _____

Number of People with Disabilities: _____

Number of Seniors: _____

(50+ years)

Optional: Ethnic information requested:

Please indicate number(s) in group:

Asian / Pacific Islander: _____

American Indian / Alaskan: _____

African American: _____

Hispanic: _____

White: _____

Multiracial: _____