

Party Reservation Form

----- Reserving the party -----

Member:

Before reserving your party please read the following. Complete and bring to guards to reserve your party.

- 1) No parties Sat. or Sun. from 1-5. No parties Friday 6:00 – 8:00. No double booked parties.
- 2) A fee is charged for the party:
8-15 guests \$40
16-35 guests \$85
36-55 guests \$150
- 3) Payment is required at time of reservation. If the party is cancelled you will be reimbursed.
- 4) You are responsible for the behavior of your guests and of informing them of the club rules and any damage to the pool and its properties.
- 5) You are responsible for cleaning up after the party. This includes carrying trash to the dumpster in the parking lot. **Plan to check with the guards on duty when the party is complete.** Additional fees may apply for cleanup.
- 6) Please plan to leave one or two picnic tables available to other members during your party.

I understand these rules and additional items in club rules and agree to abide by them.

Member: Print _____ Sign: _____

Date of Party: _____ Time of Party: _____
(start – end)

Number of guests (includes spectators) : _____

Amount paid: _____ Cash or Check? _____

Guards: Check calendar for above date. If clear enter on calendar, collect check and place in lock box.
Initial here. _____

----- Day of Party -----

Guard: At the end of the party meet with the member and review the cleanliness of the area. If it is not acceptable ask member to complete specific items.

Initial the correct entry.

Cleanup complete and acceptable: _____ Party cancelled: _____

Cleanup not complete. Charge member cleanup fee: _____

Did you discuss and member refuse to cleanup? _____

Did member leave without meeting with guard? _____

Comments: (used by management to improve procedures)
