

Total Charged \$ _____ Date Charged _____

Scott Valley Swimming & Tennis Club Clubhouse Rental Agreement

Date of Event _____ **Time** From _____ To _____
(Month / Day /Year plus Day of Week) (Include time for setup & cleanup)

Member Name _____ **Member #** _____ **Phone #** _____
(Please print)

Total Number of Attendees: _____ Adults _____ Children

CLUBHOUSE RENTAL FEES

\$150 Booking Fee (includes use of clubhouse for 4 hours. Additional time will be \$45 per hour.)
\$100 Cleaning Deposit (Will be charged only in event of unsatisfactory clean up, clean up must occur before the next day unless previously arranged with the Club)

GUIDELINES

1. **Parties must be booked at least two weeks in advance.**
2. **Booking Times: Call Front Desk for Availability**
3. **All Parties must end by 9:30p.m.**
4. Fee covers use of Clubhouse, kitchen and the decks immediately adjacent to the clubhouse only. Use of the tennis courts, swimming pool or other facilities must be prearranged with the General Manager.
5. The Club is in a residential area. Noise and music must be kept to a reasonable level. No amplified music is allowed. No music on the decks. Doors must remain closed when music is being played.
6. The clubhouse must at all times remain accessible (bathrooms, telephone, etc.) to members not attending party.
7. **Party can not exceed 50 people.**
8. Signing party is responsible for any damage inflicted upon Club property.
9. No smoking is allowed on Scott Valley property.
10. Liquor may be served. All California state and local liquor laws must be obeyed.
11. Only adult members named on the membership certificate may reserve the clubhouse. Members may not hold parties on behalf of juniors or youth events more than once per month, which will be booked on a first come basis.
12. Adult/Junior supervision must be a ratio of at least 8:1

Cancellation Policy:

All Parties must be cancelled at least 72 hours prior to party date. Failure to cancel prior to 72 hours will result in 50% rental cost. To cancel call Vanessa at (415) 383-3483 or email Vanessa@svstc.com. Weather or club cancellations will not result in a cancellation charge.

>> **Reservations are not finalized until Management has approved/signed this form.** <<
Unauthorized changes may be grounds for cancellation of the reservation.

I understand the Club rules/guidelines and agree to abide by them. SVSTC is not responsible for any damage to property or for stolen items. Use the facility at your own risk. Member must be present entire party time.
By signing, I am authorizing Scott Valley to bill me a \$150 non-refundable booking fee.

Member Signature: _____ **Date:** _____

SVSTC Management Approval: _____ **Date:** _____