

Cape St. Claire Swim Club

PARTY RESERVATION FORM - 2016

Reservation for a party does not guarantee exclusive use of the pool or pavilion.

This form must be received 14 days prior to the party date. Guest Fees, Guest List and Lifeguard Fees must be received 7 days prior to the party date.

Party Name (Event): _____ Sponsor Member (Host): _____

Party Date Requested: _____ Start Time: _____ End Time: _____

Phone (H): _____ (W): _____ (Cell): _____ E-mail: _____

GUEST LIST

A completed Party Guest List Form must be submitted no later than 7 days prior to the party date.

GUEST FEES

Guest Fees are required for all CSCSC non-members (adults/children) at a rate of \$5.00 per guest. Guests under 2 years old and over 60 years old are free. Guest Fees must be paid no later than 7 days prior to the party date. Prepaid Guest Passes may not be used to pay for attendance at member or CSCSC sponsored parties at the pool.

TOTAL Non-Member Guests: _____ Guest Fees: \$ _____ (Rate: \$5.00/non-member)

LIFEGUARDS

A lifeguard is required for a party of more than 20 guests, plus another for every additional 15 guests. The member or leasee hosting the party must contract for guards at a rate of \$25.00 per hour per guard. The number of lifeguards can change if the pool management company, the guards, or board of governors determine necessary. Payment is required for a minimum of 4 hours. Lifeguard fees must be paid no later than 7 days prior to the party taking place.

If the party is oriented toward the **Baby Pool**, an additional guard is mandatory. The only responsibility of this guard will be watching over the **Baby Pool**.

CLEANUP

Party Sponsors (Hosts) are responsible to ensure the area is cleaned at the conclusion of the party. The pavilion must be cleaned before you leave. This includes removal of all decorations and trash. The deck must be swept and/or hosed off. Cleanup is not limited to the pavilion. Cleanup must be completed by the close of the pool if the party is held during pool hours and by the party contract time for an after-hours party. Failure to clean up may result in denial of future use of the pool and/or pavilion.

Lifeguards are **NOT** responsible for party cleanup.

CANCELLATION POLICY

Guard and guest fees will be refunded if the party is cancelled at least 24 hours prior to the party Start Time. The pool management company, board of governors, and guards reserve the right to cancel the party at any time prior to or during the party in the event of inclement weather, or other mitigating factors at the discretion of said authorities.

After reading the following statement, please sign/date this form and submit with payment.

I have read and understand the above policies. I agree to release and discharge Cape St. Claire Swim Club and its agents from any liability incurred as a result of injury or loss while on the premises throughout the duration of the party.

Sponsor Member (PRINT): _____

Sponsor Member Signature: _____ Date: _____

MAKE ALL CHECKS PAYABLE TO: Cape St. Claire Swim Club (CSCSC)

Return this form to the 'social' mailbox by the entrance to the pool.

For questions, please email:

party@capepool.com

FOR CSCSC USE

Extra Life Guards Required: Y / N Party Date and Times Scheduled: Y / N Guest List Received: Y / N

Guest Fees Received: Y / N Check No: _____ Date Recvd: _____ Ret: Y/N Date: _____

Guard Fees Received: Y / N Check No: _____ Date Recvd: _____ Ret: Y/N Date: _____