

Shadow Brook Swim Club Party Rental Form

In order to book a party or reserve any part of the facility you must be a Member. The Member is responsible for clean-up, fees, and the behavior of all attendees. Member must be present for the duration of the time specified. Once the party has concluded all guests must leave the premises immediately.

Member Information

Name: _____ Phone Number: _____

Address: _____ Email: _____

Party Information

Date of Party: _____ Time of Party: _____ to _____

Total Number of People _____ Number of Guests _____

Number of People Swimming _____ Number of Members _____

Area of Pool to Reserve: _____ Back Patio _____ Grass Along Back Fence _____

_____ Under the Overhang _____ Kitchen Area _____

_____ Other: _____

Number of Chairs Needed: _____ Number of Tables Needed: _____

Kitchen: _____ Refrigerator Space Only _____ Kitchen Access Needed _____

Barbecue Needed: Yes _____ No _____

Fees & Deposit

Before signing up for a party, a deposit of \$150 is required and will be returned at the discretion of the staff. The fee for booking a party is \$45 per hour this is due the day that this form is turned in to the pool. Two separate checks will be required.

Reserved Parties

During regular pool hours, members may reserve an area for a party with prior approval of the Pool Manager and per the current reservation process (see below). Parties are limited to 30 people and four hours with a rental fee of 35 dollars per hour.

By signing this form, I agree to all pool rules and policies and assume responsibility for all attendees. Party changes or cancellations may result in a change fee which will be deducted from the deposit. Deposit will be refunded or partially refunded based upon the condition left from the party at the discretion of pool personnel. If any of the rules listed above or below are not followed, deposits will not be fully refunded. Refunds will be processed via a Shadow Brook check made out to the Member listed on this form. I agree to the conditions of renting the pool for a party as stated in the Shadow Brook Pool Bylaws and Pool Policies/Rules and am responsible for all guests of the party. I release Shadow Brook HOA and Swim Club of any and all liability. Bounce houses and similar structures are not permitted.

Member or Associate Member Signature _____ Date: _____

Pool Mgr or Asst Mgr Signature _____ Date: _____

Internal Use

Confirm if Member or Associate Member is Current: _____ [Yes or No]

Date Approved: _____ Pool Mgr or Asst Mgr: _____

Added to Calendar: _____ [Yes or No]

Deposit Received _____ [Yes or No] Date: _____ Check Number: _____

Fee: _____ Set Up Time: _____