

## LOUNGE RENTAL AGREEMENT

Member Name \_\_\_\_\_

Address \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Numbers: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Type or Purpose of Function \_\_\_\_\_

Date of Function \_\_\_\_/\_\_\_\_/\_\_\_\_ Hours of Function \_\_\_\_\_

Total Planned Attendance (\*40 Max.) \_\_\_\_\_

RENTAL FEE Lounge Janitorial \$85.00 (Acct 2253) plus Lounge Base fee \$100.00 (Acct.4340).....\$ 185.00

DEPOSIT – REFUNDABLE except for damage, extra cleaning or loss of keys (Account 2250) .....\$ 500.00

OPTIONAL GAME ROOM FEE Gameroom Janitorial \$40 (Acct 2254) plus base fee \$10 (acct 4355).....\$ \_\_\_\_\_

**TOTAL** to be paid 2 weeks before Event.....\$ \_\_\_\_\_

DEPOSIT must be paid at time of reservation and funds ARE DEPOSITED into our checking account. Remainder of fees must be paid no later than two (2) weeks prior to event. RESERVATION DEPOSIT WILL BE FORFEITED IF FUNCTION IS CANCELLED LESS THAN TWO (2) WEEKS PRIOR TO EVENT. DEPOSIT WILL BE FORFEITED IF KEYS ARE NOT RETURNED; **KEYS ARE NOT TO BE DUPLICATED.** Applicant must provide a current CERTIFICATE OF LIABILITY, HOMEOWNER or RENTER POLICY within TWO WEEKS of deposit, naming Rancho Santa Teresa Swim & Racquet Club as “additional insured”, and verifying the MINIMUM amount of \$1,000,000.00 for Bodily Injury and Property Damage Liability limits. See further insurance information on Rental Rules & Regulations sheet. **Applicant shall conform to all necessary components of Applicant Checklist/Timeline.**

During the months of May, June and July, there may be 3 or 4 Saturday mornings, during which the Rancho Santa Teresa Sea Otters Swim Team will be conducting Swim meets. Rental functions scheduled for any of these Saturday dates **WILL NOT** have access to the Club facilities kitchen before 2 PM. **Renter’s Initials** \_\_\_\_\_

I understand that if more than 40 people are in attendance, I will automatically forfeit my deposit and may be charged additional fines and penalties as determined by the RSTS&RC Board of Directors.

### MEMBERS MAY NOT RENT FACILITIES FOR NON-MEMBERS.

As a Member in-good-standing of Rancho Santa Teresa Swim & Racquet Club, I certify that I shall be responsible for initiating and planning the rental function on behalf of myself. I understand by signing this rental agreement that I must be present at the function, and be prepared to show a picture ID when asked during the rental period. I also certify that this is a private party, not a business function, and I have received a copy of the Rental Rules & Regulations and agree to comply with them. If any questions arise, the Board of Directors shall make the final determination. I understand that violation of the Rental Rules and Regulations may result in a suspension of membership privileges.

PROPRIETARY MEMBER SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

DEPOSIT OR AMOUNT PAID \_\_\_\_\_ CASH \_\_\_\_\_ CHECK # \_\_\_\_\_

DATE PAID \_\_\_\_\_ RECEIVED BY \_\_\_\_\_

BALANCE DUE \_\_\_\_\_ CASH \_\_\_\_\_ CHECK # \_\_\_\_\_

DATE PAID \_\_\_\_\_ RECEIVED BY \_\_\_\_\_

ADDITIONAL FEES/CHARGES \_\_\_\_\_ DATE \_\_\_\_\_

DOCUMENTED BY \_\_\_\_\_ DATE \_\_\_\_\_