



CARY PARK CLUB

5353 Cary Glen Blvd* Office: 460-7720 Fax: 460-3303

PARTY RENTAL CONTRACT

(During pool hours)

Please read and complete the following contract. It is your responsibility as the Lessee to understand all rental rules and guidelines outlined in this contract. If you have any questions about anything outlined in this contract, contact the club manager immediately. The sheet included (rental rules and contact info) with this contract is your copy to keep during the rental in case any questions should arise.

LESSEE INFORMATION

Name _____ Member Non-Member

Address _____ Home Phone _____

_____ Work Phone _____

Email _____

RENTAL INFORMATION

Date of Rental _____ Rental Times (setup & clean-up) _____ Approximate # attending Party- M _____ NM _____

Rental Space? Clubhouse Porch Play Pool Sunshade Section

Description of Rental _____

Which of the following will be used/served? Food Beer/Wine DJ/Music Decorations
 Ice Grill Folding Tables (6) ____

RENTAL PAYMENT

Full payment of rental is required at least 2 weeks prior to rental date. If reserved within 2 weeks of rental, then full payment is required with contract. \$50 reservation charge will be applied to Total Rental Payment if applicable as per above. Guest Fee applies to any child or adult that enters the Pool entrance.

Rate	\$80 / 3 hours
Additional Hours	\$25 per hour
Guest Fee	\$3 per Guest

Rental Cost: _____
 Guest Fee Cost: _____
 Total Rental Payment: _____
 INITIALS _____

RESERVATION POLICY

To reserve the facility, Lessee must provide a credit card number. The credit card is for security and will only be charged to cover any and all damages or charges incurred from rental use. (Visa or MasterCard ONLY)

Credit Card #: _____ Exp. Date: _____ Initials: _____

Signature: _____

With a complete contract, Lessee is responsible for an \$85 reservation charge that can be paid by cash, check or credit card, and is applied towards the Rental Fee. \$50 is kept by the Club if the reservation is cancelled prior to 2 weeks before rental date. If rental date is changed to another date at anytime, then the \$50 is forfeited due to the loss of a rental. Lessee is then responsible for full payment of new rental time and the \$50 is no longer applicable. If rental is cancelled within 2 weeks of rental date, Club retains the full rental payment (see below for Rental Payment). Members will be charged a \$25 cancellation fee to their credit card above if Rental is cancelled/changed.

INITIALS _____

RENTAL RULES

1. The Lessee must be 21 years of age or older and must be on site during the entire rental function. Any function for those younger than 21 years old must have adult supervision for which the adult is responsible for all terms of this contract. Lessees are not allowed to rent the facility and then not attend/supervise the function.
2. The Lessee is financially responsible for any and all damage that occurs at the Club, pool, or surrounding area during rental time.
3. The Lessee must have all decorations approved by the Club Manager and may not use any decorations that will cause damage to any part of the Club.
4. If you must arrive early to decorate, that time must be included as part of your rental usage time. Any contracted work, i.e. Caterers or DJ's must comply with the agreed upon time. The Lessee must supply any additional tables, chairs, ashtrays, etc., that may be needed and are not on the premise. If any additional equipment is going to be used, please make arrangements with the Club Manager no later than one week prior to the event. All additional equipment must be delivered and removed when the rental is scheduled to finish unless other arrangements are made with the Club Manager.
5. The Lessee and all guests on the property during the rental are to use only those areas of the facility that are specified on the contract. Failure to do so could lead to additional rental fees.
6. Management has the right to be present or visit the Club during the rental to make sure all the rules and policies are being followed. If during the visit the management finds any rule violations, the manager has the right to enforce rules and/or end the function with loss of fee and deposit.
7. In compliance with the Wake County Noise Ordinance, all rentals are required to play any music in moderation so that it does not disturb area residents. If noise complaints are made, the Club reserves the right to terminate Lessee's contract without refund of rental payment. The Noise Ordinance is strictly enforced after 9:00 p.m. It is the Lessee's responsibility to make any contracted workers aware of this policy.
8. If any alcoholic beverages are to be served at the rental they must be purchased through the Club. You can make arrangements with Management for specific alcohol or purchase drinks from the Club Bar. **No one is allowed to bring outside alcohol on to Club property.** The Lessee assumes responsibility that no one under the age of 21 can be served or consume alcoholic beverages; no one who is intoxicated can be served alcoholic beverages; any intoxicated guest must not be permitted to drive home when leaving their function; and the Lessee assumes full responsibility for guests when alcohol is served. No Glass bottles are allowed on the pool deck and all Alcohol should be in plastic cups.
9. The Lessee may not charge admittance to the pool during rental without prior Management approval.

INITIALS _____

WEATHER POLICY

Following the Club's weather policy, lifeguards are responsible for clearing the pool for thunder or lightning. For thunder, all individuals must remain out of the water for 30 minutes. In the case of lightning, all individuals must remain out of the water for 30 minutes *AND* clear the pool deck.

If there is poor weather prior to the start of the rental, the lessee may cancel the rental for a full refund or reschedule for another available day. Please call the Club the day of the rental if weather is questionable.

INITIALS _____

CLEAN UP PROCEDURES

I understand that given the nature of the rental, the Lessee is required to assist in the clean up of the pool deck. Management reserves the final determination of cleaning fees required based on scope of rental.

Required cleanup:

1. Throw away all trash on tables, chairs, and pool deck.
2. Return pool furniture to proper locations (as found at start of rental).
3. All personal items (presents, food trays, decorations, etc.) must be removed from the premises.

INITIALS _____

ACKNOWLEDGEMENT OF CONTRACT

I have read and understand the Rental Contract and agree to the terms.

SIGNATURE _____

DATE _____

FOR OFFICE USE ONLY

Rental Contract

Date Received _____ \$50 paid by _____

MGR initials _____

Rental Payment

Date Paid _____ How Paid _____ Amount Paid _____

MGR initials _____

Additional Charges (if applicable)

Reason _____ Charged _____

Reason _____ Charged _____