

# CHESTERBROOK SWIM AND TENNIS CLUB

## POLICY ON PRIVATE PARTIES

The Chesterbrook Swim and Tennis Club welcomes private parties sponsored by members. The rules below have been adopted in order to ensure fairness to all members and to assist in the smooth management of the pool. The pool staff will make every attempt to comply with these rules so that all members may enjoy the facilities equally.

1. Parties must be scheduled at least two weeks in advance by an adult member of the pool. The pool manager keeps a master calendar in his office. Parties may be scheduled with the front desk attendant. The pool manager has final approval for scheduling. **Payment must be made at the time of reservation.**

2. Only ***official*** pool functions may be scheduled on holidays and weekends from Friday evening through Sunday evening. The pool manager may grant an exception to this rule if, in his judgment, the proposed function is scheduled for a time when the facilities are not crowded and that it will not inconvenience other members.

3. Parties may be scheduled for either one of the pumphouse decks or for the picnic area and are restricted to the use of those decks plus the pools.

4. For children's parties, which include non-member children, the pool manager may require that the attendees listen to a review of pool safety rules and etiquette. An adult must sign that he/she understands the rules, and an adult must be present at the party.

5. The charge for parties is for up to twenty swimmers with a maximum party size of forty. Payment must be made at time of reservation. Party fees are:

<b>Weekdays</b>	Monday through Thursday	\$75
	Friday until 6 p.m.	\$75
<b>Weekends and Holidays</b>	Friday after 6 p.m., Saturday, Sunday and holidays	\$100

6. Parties are limited to two hours each. No more than one party will be scheduled at a time. Please help ensure that all non-members leave the pool and area within 15 minutes of the scheduled end of the party.

7. Decorations are the sole responsibility of the member sponsor and must be removed at the end of the function.

8. The sponsor should pick up trash and put it in the proper receptacles and return pool furniture to its proper place.

9. Party sponsors are responsible for the safety and welfare of their guests. Guests are expected to comply with the rules of the Club, and the manager may halt a party at his discretion if the guests' behavior is not compatible with the rules of the Club.

10. The manager may consider requests for use of the tennis courts for parties, but will reserve courts only during periods where member demand is low and empty courts are likely.

*Revised 4/04*

## PARTY RESERVATION FORM

**Date of Party:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Request Date:** \_\_\_\_\_ **Mgr. Approval:** \_\_\_\_\_ **PAID: Ck#** \_\_\_\_\_ **or Cash**

**Name:** \_\_\_\_\_ **Member No:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Party Description:** \_\_\_\_\_

\_\_\_\_\_

<b>Guest Number</b>	<b>Print Name</b>	<b>Signature</b>
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