

## **Saratoga Woods Community Association Pool, Grounds and Clubhouse Rental Agreement**

To request a clubhouse or clubhouse and pool rental reservation, please deliver a \$150 deposit check and this rental agreement form to the **Clubhouse Director, JinJoo Lee**. The Clubhouse Director will confirm the availability of the facilities. ***Do not leave this signed agreement in a folder in the clubhouse.***

You must deliver your **full rental payment** at least **7 days before your event**. After your event has ended, return the signed "**Clubhouse and Grounds Cleanup Checklist**" and the key (if any) to the Clubhouse Director. Please do so the day of your event or within 24 hours thereafter. The \$150 deposit check will be destroyed only if the facilities are left clean and undamaged as determined by the Clubhouse Director and after the signed cleaning checklist is received.

If you decide to cancel your event, please inform the Clubhouse Director as soon as possible. In any event, you must give the Clubhouse Director no less than 7 days' notice in order to avoid forfeiting your \$150 deposit. ***Please make checks payable to Saratoga Woods Community Association.***

### **Summary of Pool, Grounds & Clubhouse Regulations**

- Lifeguards have the final authority in the enforcement of all rules.
- The grounds/clubhouse must be cleaned immediately following an event. Please refer to the detailed "Clubhouse and Grounds Checklist" for a list of cleanup duties for which the hosting member is responsible.
- It is recommended that the hosting party check the clubhouse one day prior to the event to ensure that the facilities are in acceptable condition for rental.
- The gate must be closed at all times.
- Decorating must be approved by the Clubhouse Director. Only painter's tape is allowed on the inside and outside clubhouse walls.
- No glass is allowed outside of the clubhouse.
- No amplified music or sound is allowed at any time. All parties must comply to the club's Conditional Use Permit.
- The glass doors in the clubhouse are very difficult to operate and very expensive to fix. If you have not been trained to use them by a Board member, they must remain

closed during your event. Only those that have been trained to operate the doors are permitted to open or close them.

- ***IMPORTANT - If your pool party is scheduled to end after the pool is scheduled to close (and so there would be no lifeguard on duty per the published schedule), then consult with the Clubhouse Director. If a lifeguard cannot be scheduled beyond normal pool hours, then the pool will be closed at the normal time.***
- Please bring your own plastic trash bag liners and use them inside the trash cans. ***All trash must be taken home at the end of the party. Recyclables can be left in recycle bins on the side of the clubhouse.***
- The hosting member will be responsible for the following upon departure from the club:
  - Turn off all lights before leaving the grounds and clubhouse.
  - Turn off heater and ceiling fans.
  - Lock the doors on all sides.
  - Lock the front gate before leaving.
  - Remove all bouncy houses, furniture and other items not owned by the club.
  - Return all club -owned furniture and materials to their original location.

### **Private Party Supervision**

There must be one adult 21 years of age or older in attendance at the event for every 10 children present. The **hosting member MUST be present during the entire length of the event** and is responsible for the facility. The hosting member and other adults must keep a close eye on guests, including children, and occasionally check in on the condition of restrooms during the party to ensure a safe and clean environment for all members and guests using the club.

Lifeguards have the final authority in the enforcement of all rules, including those pertaining to safety, and have the right and responsibility to eject members or guests who refuse to comply with club regulations. Matters of safety that are not covered by pool regulations will be under the jurisdiction of the lifeguards on duty when the pool is open. The hosting member is responsible for the supervision and safety of all guests outside of the pool when the pool is open and on the premises when the pool is closed.

During the pool season, when there is no lifeguard on duty, the pool is closed. If a private party with kids under the age of 14 is scheduled to continue after the lifeguard's shift ends, then the **hosting member is responsible to cover the pool before they leave**. Once the lifeguard leaves, the pool is closed and the hosting member is responsible for ensuring the safety of all guests, including in and around the pool area.

If your event is not during the pool season and there are children under the age of 14 on the grounds, the pool must be uncovered but may **not** be used. The hosting member is responsible for ensuring the safety of all guests, including in and around the pool area.

***Please make sure ALL pool and clubhouse rules are followed when hosting a party at the club.***

Member Name:

Member Phone Number:

Member Email:

Date of Event:

Type of Rental:

Grounds and Clubhouse       Pool

Type of Event (party, company meeting, etc):

Time of Clubhouse/Grounds Rental\*:

Total Number of Guests (swimmers and non--swimmers): \_\_\_\_\_

Total Number of Swimmers: \_\_\_\_\_

Time of Pool Use\*\*:

Description of Clubhouse/Grounds Use (include any expected bouncy house or other unusual aspects of your event):

\_\_\_\_\_.

Description of Proposed Pool Use and Swimmers (i.e., 2 year old child's birthday party, small children swimming): \_\_\_\_\_

Fees:

Cleaning Deposit                      \$150 (please make this a separate check)

Club/Grounds Rental Fee\*    \$ \_\_\_\_\_

Pool Rental Fee\*\*                      \$ \_\_\_\_\_

Key Needed:

Yes

No

I have read and understand the Saratoga Woods Community Association's regulations regarding the rental of the pool, grounds and clubhouse.

\_\_\_\_\_  
Hosting Member's Signature

\_\_\_\_\_  
Date

\*The clubhouse/grounds are rented in five hour increments. Each five hour block of time includes set-up and cleanup. An additional fee of ½ the five -hour rate will be charged for each two hour period thereafter. The fee is based on the number of guests and day of the week:

Guests	Mon - Fri	Sat/Sun/Holidays
1 - 8	\$28	\$28
9 - 20	\$55	\$83
21 - 40	\$83	\$110
41 - 60	\$138	\$275
61 - 80	\$198	\$330
81 - 150	\$275	N/A

\*\* Both a pool rental and club rental fee will be applied for swim parties. The additional pool fee is hourly and based on the number of swimmers. All pool parties are subject to the availability of lifeguards. Parties may be not be able to be scheduled if sufficient lifeguard coverage cannot be arranged.

\*\* PLEASE CONFIRM with the club director if sufficient lifeguard coverage will be there. On the day of the event, lifeguards have discretion regarding the number of swimmers allowed in the pool at one time.

# of Swimmers	Rate
1 - 10	\$18/hour
11 - 20	\$36/hour
21 - 30	\$54/hour
31 - 40	\$72/hour
41 - 50	\$90/hour
51 - 70	\$108/hour
71 - 90	\$126/hour
91 - 110	\$144/hour
111 -130	\$162/hour

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