

**THE MEADOWS SWIM CLUB MEMBER SPONSORED
PARTY REQUEST FORM**

This form applies only to parties with more than 10 non-member guests.

A member in good standing with the Meadows Swim Club, Lisle, Illinois (“Club”), the Sponsoring/Hosting Member (“Host”) who signs this Party Request Form (“Agreement”) and agrees to abide by its terms and conditions may rent the Club for a “party”. The Host signing this Agreement is responsible for ensuring their non-member guests follow Club rules and guidelines, including completion of any required Waivers of Liability. Non-member guests may use the Club’s facilities and enjoy the Club’s “complementary activities” only during the approved Party.

PARTY APPROVAL PROCEDURES AND CONDITIONS

1. Party Request Form and a Guest List must be submitted to the Club at least five (5) business days prior to requested Party date. Please check the online calendar at **themedowsswimclub.org** for availability.
2. The Club reserves the right to refuse rental to any member and completing this form does not confirm a reservation. A member of the Social Committee will contact the Host to confirm the Party reservation.
3. A 50% deposit of anticipated Party fees is required to reserve a Party date and must be paid at least five (5) business days prior to Party date. Balance of fees is due at the beginning of the party. Payment may be made in the form of cash or check payable to The Meadows Swim Club, and deposited at the Club, or mailed to PO BOX 404, LISLE, IL 60532.
4. Minor changes to the Guest List can be made until the end of the Party if it will not affect the number of lifeguards required for safety; the changes may affect total Party fees.
5. Host is responsible for payment of the Party fees; failure to pay Party fees will result in disciplinary action against the Host by the Club. The Host may no longer be allowed to host parties and/ or may be required to pay the outstanding fees before they are offered membership renewal.
6. The Host must be present for the duration of the party.
7. Non-member guests must abide by Club rules. Host is responsible for ensuring non-member guests understand and abide by Club rules. In the event of a violation of Club rules, or uncontrolled behavior by anyone associated with the Party, a Club manager, board member, or approved staff member may expel any non-member guest, at any time, for any reason, or terminate the event with no refund, at which time Non-member guests must leave the premises.
8. Host is responsible for cleanup of the Club following the Party and making sure the Party area is returned to pre-Party condition. Failure to clean up the party area after the party may result in additional Party fees.

RENTAL DETAILS

Host Name:	Phone:
Email:	(Ex: Sarah’s Graduation Party, John’s Birthday) Party Name:
Requested Party Date:	Set-up Time: End Time:
2nd Date Choice:	(Ex: Main Courtyard, Tennis courts, hilltop, patio) Preferred area of club:
Number of Member Guests:	Number of nonmember Guests:
\$50 fee to use our party tent for your event. (Reservations will be based on availability)	_____ Party Tent

*Please note that a **caterer, food truck or similar vendor that will be preparing and serving food on Club property must have a certificate of insurance on file with THE MEADOWS SWIM CLUB listed as a named certificate holder (“Additional Insured”)**, or the caterer, food truck or similar vendor will not be allowed to prepare and serve food on Club property.

FEES

MEMBER SPONSORED PARTIES WITH 11-50 NON- MEMBERS

For member sponsored parties that do not exceed 50 non-members, the cost of the party is \$7 per non-member guest, plus an additional fee of \$50 for the use of a tent or the covered patio area , if applicable. Fees are not required for Club members attending the party.

MEMBER SPONSORED PARTIES EXCEEDING 50 NON-MEMBERS

Due to the large number of guests additional fees apply for guards, clean-up, ect. Contact our party coordinators for a quote for parties with more than 50 guests.

Host SPONSORED PRIVATE PARTIES OUTSIDE OF NORMAL OPERATING HOURS

Private parties must be Board approved and are defined as any party held outside normal operating hours and the facility will be open solely to guests of the party. There are no additional costs for members attending the party.

PRIVATE PARTY FEES:

<u>Attendees</u>	<u>Cost</u>
Non-Member Guest Fee	\$7
Private Party Fee	\$250
Guard Fee per hour	\$100
Clean up Fee	\$25

****PRIVATE PARTIES AND PARTIES EXCEEDING 50 NON-MEMBERS MUST HAVE BOARD APPROVAL**

LIMITATION OF USE

Use of Club premises is not exclusive to the Host, and the Host shall only have the privilege of occupying such portions of the premises as specifically set forth in this Agreement.

Host shall not use the Club premises for commercial purposes, shall not perform or permit any person, guest, invitee or others to perform any disorderly conduct or commit any nuisance on the Club premises, or use the Club premises in any way so as to interfere with other members or other member's guests. Upon acceptance of this Agreement, Host agrees that Party non-member guests shall abide by Club rules and policies in effect when the Party occurs and will support Club efforts to make sure Club rules and policies are followed during the Party.

Host shall not permit any guest, invitee, or others to erect, install or attach any temporary structure, fixture, shelter or similar to Club premises without prior written approval from the Club.

Host agrees to properly care for Club premises, to clean up those portions of Club premises affected by the Party and to peaceably surrender possession of Club premises in good order and the same condition as prior to the Party, ordinary wear and tear expected.

CONDITION OF PREMISES

Host and Host's non-member guests will abide by, and comply with, cleaning and sanitizing processes mandated by the State of Illinois, DuPage County or the Club at the time of the Party. Host assumes responsibility for the safety of Host's non-member guests while guests are on Club premises. The Host and Host's non-member guests assume the use of the Club facilities entirely at their own risk, and the responsibility to read and sign the Club's Waivers of Liability prior to entering the Club premises. Host and Host's non-member guests shall exercise their privileges at their own risk. Irrespective of any negligence of the Club, Host shall indemnify and hold the Club harmless against all liability for personal injuries, property damage, loss of life or property and any other damages, costs, losses and expenses resulting from, arising out of, or in any way connected with, the occupation or use of the Club premises by the Host or Host's non-member guests.

Host expressly agrees to forever discharge, waive and release the Club, its Board, management, employees and/or independent contractors, from any and all, claims, demands, damages, liabilities, interests, attorneys' fees, expenses and losses, and from all acts of negligence, active or passive on the part of the Club its Board, management, staff, servants, agents, employees and/or independent contractors.

AUTHORIZATION

By signing this Party Request Form, Host agrees to abide by the terms and conditions of this Agreement.

Sponsoring/ Hosting Member Signature:

Board Representative Signature:

Printed Name:

Printed Name:

Date:

Date: