

Date received by office: _____

Salt Creek Party Proposal

to be submitted to Steve Wolsfeld, General Manager and Board of Directors for approval

Host(s) names: _____

Contact number(s): _____ Email(s) _____

Date of event: _____ Type of event: (birthday, soccer, etc) _____

Time of event: Start: _____ End: _____

Number attending: _____ adults + _____ children Avg. age of kids: _____

Total number of members attending _____ Total number of non-members attending _____

Location of event: (pool tent, large tent, Tennis Center: upper deck, Tennis Center: lounge, Tennis Center: kids room, Main Clubhouse) _____

For lounge rental only: access to keg? yes no

(please note: no patios are available for rental; Tennis center lounge and large tent are not available for childrens' parties)

Swimming? yes no Lifeguard needed for pool games (\$10/guard/hr) yes no

Tennis? yes no # of courts needed: _____ Tennis Pro(s) for drills (\$50/pro/hr) _____

Platform Tennis? yes no # of courts needed: _____

What supplies will you need from the Club? Please circle all that apply.

- Tables # _____
- Chairs # _____
- Picnic tables # _____
- Banquet tables # _____
- Grill
- Drink tubs # _____
- Table cloths, vinyl # _____
- white cotton # _____
- TV/DVD/Stereo
- Sound system (\$50 fee)
- Bags of ice (\$2/ea) _____

(host is responsible for washing and returning)

Will you be bringing food/catering food or ordering from Grill? _____

Will you need staff to assist with set-up, cooking, or clean up? (\$15/ea/hr) _____



Private Party Rules

- Any member inviting 8 or more guests to the Club at one time is a party and must follow these rules
- All parties need manager approval.
- All parties of 50 or more need board approval.
- In season is Memorial Day through pool closing. Out of Season is pool closing date through Memorial Day
- A party proposal form must be filled out. .

Date received by office: _____

- All parties will have a separate \$100 deposit check given to SCC. This check will be returned provided the area is left clean. Any damage done to SCC property will be handled separately by member and general manager.
- The kitchen facilities are not available for private food preparation. The member is asked to notify the manager if refrigerator space is needed for perishable items. Freezer space is generally not available.
- *Exclusive Rental* is defined by a rental of a SCC facility with the intent that no members are allowed unless invited to the event.

Facilities Available:

- A) Upper Deck of Tennis Pavilion – Maximum Capacity 125
- Fee for parties is \$500 for deck rental. No additional fees for non-members if the party is not a swimming/tennis/paddle party. Otherwise, full guest charges will be additional. This fee does not include consumption of SCC alcohol.
 - Exclusive Rentals are available in season Friday nights only. No restrictions on exclusive rentals out of season.
 - All Exclusive Rentals need board approval.
 - Please note that the main floor of the tennis pavilion is an adult only facility. Children must use the bathroom facilities adjacent to the playroom located on the basement level of the pavilion.
- B) Lounge/ Bar Area of Tennis Pavilion – Maximum Capacity 45
- Fee for parties is \$250 for room. No additional fees for non-members if the party is not a swimming/tennis/paddle party. Otherwise, full guest charges will be additional. This fee does not include consumption of SCC alcohol.
 - Children under 21 are not permitted in lounge
 - Exclusive rentals are available out of season on Friday nights only. No restrictions on exclusive rental in season. All Exclusive rentals need board approval.
- C) Club House – Maximum Capacity is 100
- Fee for all parties is \$200. No additional fees for non-members if the party is not a swimming/tennis/paddle party. Otherwise, full guest charges will be additional. This fee does not include consumption of SCC alcohol.
 - Exclusive Rentals are available out of season.
 - Any party of 50 or more that involves the Clubhouse needs board approval.
 - Not rentable in season.
- D) North Side Party tent – Fee for all parties is \$50. No additional fees for non-members if the party is not a swimming/tennis/paddle party. Otherwise, full guest charges will be additional.
- A time limit of 3 hours will be enforced for the rental of the North Side Party tent.
 - Members must provide supervision of their guests for all pool parties.
 - If less than 50 attendees, this rental does not need board approval, only manager approval.
- E) Picnic Tables
- No fee for tables. No additional fees for non-members if the party is not a swimming/tennis/paddle party. Otherwise, full guest charges will be additional.

**** A gratuity is always appreciated, but not required for Salt Creek Employees assisting with parties ****

I have read the rules as indicated by my initials above and understand their meaning and intent. I understand that failure to comply with all Club rules and regulations will result in disciplinary action by the Salt Creek Board of Directors. I further understand I will

Date received by office: _____

charged if any keys placed in my possession are not returned to the Club's mailbox immediately following the event.

Signature of Member: _____ Date: _____



Approved by _____ **Date:** _____
Steve Wolsfeld, General Manager

Approved by _____ **Date:** _____
Paul Garvin, Director of Tennis

Approved by _____ **Date:** _____
Board of Directors Representative