

# Nottingham West Civic Club Private Pool Party Reservation Form

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Please complete this form and email it to [nwcc@earthlink.net](mailto:nwcc@earthlink.net) at least fourteen (14) days prior to your requested party date.

NWCC Member Name: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email Address \_\_\_\_\_

Requested Date: \_\_\_\_\_ Estimated attendance \_\_\_\_\_

Time guests will arrive: \_\_\_\_\_ Time guests will depart: \_\_\_\_\_

Purpose of party \_\_\_\_\_

## PRIVATE PARTY RULES

- I. The NWCC pool may be reserved for private parties by a NWCC member in good standing during regular hours on a day the pool is open.
- II. The reservation will be from one hour prior to guest arrival through one hour after guests depart.
- III. NWCC member shall inform NWCC Officers at least fourteen (14) calendar days prior to Private Party in writing of requested date and time.
- IV. A private pool party is defined as the following: Any single group of fifteen (15) or more persons within pool area during regular hours.
- V. For all Private Parties, NWCC member shall pay (by check, credit card, or money order only) Sweetwater Pools (SP) a thirty dollar (\$30.00) administrative fee, which is non-refundable, plus an hourly rate per lifeguard hour for each and every extra lifeguard SP deems necessary to insure the safe operation of pool and pool area during the time such private party remains within pool area. SP reserves the right, in its sole discretion, to lower the patron-to-lifeguard ratio due to the type of private party being held at pool.
- VI. Alcohol is prohibited

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- VII. Reservation is strictly limited to North end of pool area and includes two (2) picnic tables and three (3) grills.
  - VIII. The NWCC metal tables and chairs are NOT for private party use.
  - IX. Plastic tables and chairs are available if they are not in use or desired by another member. NWCC strongly recommends that members bring tables and chairs and not rely on pool furniture.
  - X. No members may be excluded from pool area or removed from West side, South end or East side of pool during private party.
  - XI. Since there is no physical means of securing your reserved space, the NWCC member is responsible for placing and fastening reserved signs on both picnic tables the day before, the day of and/or a minimum of 3 hours prior to start time. Sign should read, "Reserved for Private Party" and list date, start time and end time. We recommend that the start time be at listed one hour before guests arrive.
  - XII. All decorations are limited to North End of pool.
  - XIII. All posted pool rules must be followed.
  - XIV. Patron is expected to clean up area and grills immediately after use.

By signing below I have read and fully understand the private party rules and agree to them all. By signing below I am an owner of property in Nottingham West and a member in good standing with NWCC.

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Signature of NWCC

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Date

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Printed name of NWCC member