



# REQUEST to RENT CLUB FACILITIES

SUTTER LAWN TENNIS CLUB  
 3951 N STREET, SACRAMENTO, CA 95816  
 (916) 451-3336 / FAX (916) 736-9750

NAME \_\_\_\_\_ CLUB MEMBER NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

DAY PHONE \_\_\_\_\_ NIGHT PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ FAX# \_\_\_\_\_

EVENT DATE \_\_\_\_\_ EVENT START TIME \_\_\_\_\_ EVENT END TIME \_\_\_\_\_

WHAT TYPE OF EVENT ARE YOU HAVING? \_\_\_\_\_

| CLUBHOUSE – UPSTAIRS           |          | CLUBHOUSE - ENTIRE |          |
|--------------------------------|----------|--------------------|----------|
| 1 – 20 PEOPLE                  | \$100.00 | 41 – 50 PEOPLE     | \$300.00 |
| 21 – 40 PEOPLE                 | \$150.00 | 51 – 100 PEOPLE    | \$350.00 |
|                                |          | 100 OR MORE        | \$400.00 |
| PLUS \$20 PER EACH STAFF HOUR* |          |                    |          |

### POOL AND GRASS/PATIO AREAS (\$100 MINIMUM)

\$4.00 PER GUEST PLUS \$20 PER LIFEGUARD STAFF HOUR  
 (ONE LIFEGUARD PER 15 SWIMMERS)

All additional equipment (tables/chairs/linen etc or food/beverage) at a negotiated rate.

### HOURS

Friday and Saturday until midnight  
 Sunday through Thursday until 10:00 pm

Clubhouse rentals are non-exclusive: Club members may still continue to use club facilities.

\*Staff are primarily available for set-up, clean-up and in case of a problem. If servers are required, please make arrangements with the manager ahead of time (20% minimum gratuity for servers).

# CLUB FACILITIES AGREEMENT

INITIAL  In case of emergency or for reasons beyond the club's control, Sutter Lawn tennis Club reserves the right to cancel the scheduled event prior to scheduled use without liability. Refunds will be made if cancellation by the club is necessary.

INITIAL  If a fee based reservation is canceled; a \$25 administrative fee will be assessed. If the cancellation is made less than seven days before the event date the entire fee is nonrefundable. Only after all fees and required documents are received, will an approved reservation be issued. Final date for the full payment of reservation will be seven days prior to event date.

INITIAL  I also agree that I will be financially responsible for any damages suffered by Sutter Lawn Tennis Club for damage to club property or club furnishings; costs associated to any public safety action or enforcement as a direct or indirect result of the event and the recovery of reasonable attorney fees incurred to enforce the provisions of any permit that is issued for the event described in the application.

INITIAL  I agree to indemnify, defend and hold harmless the Sutter Lawn Tennis Club, its Directors, officers, employees, and volunteers from all actions, liabilities, claims, damages to persons or property, losses, costs, penalties, obligations, errors, or omissions that may be asserted or claimed by any person, firm, or entity arising out of or in connection with the activities conducted by the applicant under this agreement, whether or not there is concurrent passive negligence on the part of Sutter Lawn Tennis Club personnel. This shall be a continuing release and shall remain in effect until revoked in writing.

INITIAL  I agree to pay the sum of \$40 per hour for cleaning, repairs or restoration of club property or furnishings in the event that I fail to relinquish the club in its condition prior to my use under this agreement. This also includes carpet cleaning

INITIAL  I agree to take responsibility for insuring that alcohol is not served to persons under the age of 21 years old, and understand and agree that persons under the age of 21 years old, whether invited guests or not, are not allowed to consume alcohol on the premises and that Sutter Lawn Tennis Club shall be held harmless in the event the above situation transpires.

INITIAL  I agree to instruct staff, volunteers or those responsible for serving or monitoring alcohol service to use common sense in serving guests that appear intoxicated and understand that Sutter Lawn Tennis Club shall be held harmless in the event the above situation transpires.

INITIAL  I submit that the following is my homeowners or liability insurance policy information.

POLICY NUMBER: \_\_\_\_\_ EFFECTIVE THROUGH: \_\_\_\_\_

INSURANCE COMPANY: \_\_\_\_\_

NOTE: Security deposits, less rental charges will be refunded within 21 business days after the event provided that the building is cleaned, repaired and restored to its prior condition.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICATION RECEIVED BY CLUB STAFF

\_\_\_\_\_  
DATE

\_\_\_\_\_  
FINAL APPROVAL BY CLUB MANAGER

\_\_\_\_\_  
DATE