

Newport Hills Swim & Tennis Club Rental Agreement

Member _____ Acct. # _____ Non-member _____

Renter's Name _____ Phone _____

Address _____

Date of Rental _____ Start Time _____ Finish Time _____

Purpose of Rental _____

Estimated Number of People _____ Room capacity 173 people

Serving Beer/Wine: Yes No **If yes, renter must purchase a Washington State Banquet permit online and must post Washington State Liquor Control Banquet Permit on premises during the event**

Rental Fee

Check # _____, Cash _____, or Credit Card _____ Amount: _____ Date: _____

Cleaning/Damage Deposit

Check # _____, Cash _____ Amount: _____ Date: _____

Rental payment, damage/cleaning deposit, and rental agreement completion are required to reserve a date on our calendar. Half of the rental fee will be refunded for cancellations made more than 14 days prior to the rental date. The entire rental fee becomes non-refundable 14 days prior to the rental date. The damage/cleaning deposit will be refunded within two weeks, unless any charges for damage, extra cleaning, or repairs are required to restore the room.

Equipment Available Included in Rental: 5 ft. round (4); 4ft round (1); 6 ft. rectangular (5); 8ft Rectangular (3); 5 ft. rectangular (2); Chairs (100)). We also have a large flat screen TV that can be used with a DVD's for presentations, movies, slideshows, etc. The facility has a refrigerator, stove microwave and some basic serving utensils.

Services Provided By Club:

1. The Club will provide access to the facility at the agreed upon time.
2. The Club will provide a clean facility at the time of rental.
3. The Club will lock the facility at the end of the rental.

Preparations and Supplies Provided by Renter:

1. The Renter will set up the tables and chairs needed for the event
2. The Renter will bring tablecloths, decorations, food, disposable party ware, etc. for the event
3. The Renter will provide people to assist with the set up and clean up.

The Club Manager reserves the right to keep part of all of the damage/cleaning deposit if the room requires cleaning and/or repairs after the event. The following must be done after the event to receive the full deposit:

1. Renter must remove all garbage and recycling from the facility (excluding bathrooms) and place them in the club's garbage/recycling in the parking lot.
2. Clean the counter tops and sink in kitchen.
3. Sweep kitchen and banquet floor. Mop up any spilled food or drink.
4. Clean and put away all tables and chairs. Return tables to storage room and chairs to kitchen.
5. Remove all food, party supplies, decorations, etc. from the facility.
6. Leave room in undamaged condition, e.g., no damage to walls floors, windows, equipment, etc.

House Rules:

1. Rental activities will be restricted to the upper floor of the rental facility and deck on the west side.
2. Smoking is permitted ONLY outside of the front of the covered entry.
3. Possession of weapons or illegal drugs will cause immediate halt of rental activity and rental agreement. A police report will be filed.
4. Consumption of alcohol by minors is prohibited by state law and will be strictly enforced. Alcohol served is limited to beer in 12 ounce or smaller bottles or cans and wine.
5. If Alcoholic beverages are to be consumed by the renter and/or their guests: **THE RENTER ASSUMES FULL RESPONSIBILITY FOR COMPLIANCE BY THEIR GUESTS WITH THE WASHINGTON STATE LIQUOR CONTROL BOARD (W.S.L.C.B) STATUS AND THE LAWS OF THE CITY OF BELLEVUE, AND WILL INDEMNIFY NEWPORT HILLS SWIM AND TENNIS CLUB AGAINST ANY ACTIONS TAKEN DUE TO VIOLATION OF THESE STATUTES AND/OR LAWS. THE RENTER MUST OBTAIN A PERMIT TO SERVE ALCOHOL FROM THE W.S.L.C.B.**
6. No animals, except service dogs, are permitted

Restriction on Facility Use

1. At no time will rental activate or decorations be allowed which are not in the best interest of the Club.
2. Under no circumstances will the onsite sale of alcohol be permitted
3. The Club reserves all right to halt, at its discretion, any rental activities that the Club considers to be detrimental to the Club’s best interest. The Club reserves the right to attempt to peacefully remove from the premises any individual the Club considers to be acting in a manner detrimental to Club’s best interest. If a halt to the activities is necessary, the renter agrees that such a halt constitutes the fulfillment of the rental agreement by the Club, and that the renter has no recourse, legal or otherwise, against the club for any rental or damage deposit fees,

Indemnity:

The renter assumes full responsibility, at his/her cost, for indemnifying the Club for damages to the Club or Club Member’s property and/or equipment as a result of the actions of an individual present at the rental activity. The renter further agrees to hold harmless and indemnify the Club itself, its employees, its Board if Trustees, and its agents from all loss, damage or injury to property or equipment not owned by the Club, arising from any cause connected with the renter’s activity.

Insurance:

The Club reserves the right, at its sole discretion, to require proof of renter’s ability to pay for possible damages. Liability insurance of a sufficient amount would constitute adequate proof of a renter’s ability to pay.

Liability:

The Club is not liable, monetarily or otherwise, if through causes beyond the Club’s control, the Club cannot provide the rental services as stated. In such instance, the rental fee will not be charged, or if prepaid, will be refunded.

Signature:

The signature of an agent for the renter, for the purpose of this agreement shall bind not onlt the agent as an individual, but then renter as well.

Renter’s Signature	Date	Office Staff/Manager’s Signature	Date
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