

Shipleys' Choice Swim & Tennis Club, Inc.

Pool Pavilion Rental Form

Requesting Bond Holder Name & Bond Number _____

Address _____

Telephone _____ Email _____

Date Requested: _____ Time Requested: 11:00am 2:00pm 5:00pm

Submit TWO checks, one for each of the following:

1. \$50 Rental Fee which includes 10 Guests. This check is required to book the pavilion and is due with contract.
2. \$ _____ Guest Fees (Additional Number of Guests _____ X \$5/guest weekends or \$3/guest weekdays). This check is due the day of the rental once headcount is finalized.

Mail completed forms and checks to: SCS&TC Pavilion Reservation

790 Oakwilde Way
Millersville, MD 21108

Pavilion Rental Rules:

1. Parties are limited to 25 persons or fewer and may be scheduled daily subject to availability. Pavilion Rentals on Fridays and Saturdays must conclude by 4pm. All guests must be listed on page 2. Sponsoring Members are responsible for signing in all guests and assuring they comply with Club Rules.
2. Rentals are limited to two hours in length. Additionally, 30 minutes will be added for set-up and 30 minutes will be added for clean-up bringing the maximum pavilion rental length to three hours inclusive of set-up and cleanup time.
3. Requesting Members will be contacted by Pavilion Rental Coordinator if the facility is unavailable for a party and given the choice of 1) scheduling an alternate date or 2) the return of their reservation check.
4. Requests are not final and pavilion guests will not be admitted until the requesting Member receives a copy of their original request containing their signature and the Pavilion Rental Coordinator's signature.
5. Lifeguards and pool staff do not provide party supervision. The Pool staff will terminate any rental deemed disruptive to other Pool Members at the forfeiture of all rental and guest fees paid.
6. Pavilion renters are responsible for cleaning up all trash, food items, etc., from rental and returning areas to original state. Failure to leave areas clean will result in Members incurring cleaning costs.
7. Members may contact the Pavilion Rental Coordinator and cancel rental up to 1 day in advance and receive full refunds. Members cancelling later than 1 full day in advance may receive partial refunds at the Pavilion Rental Coordinator's discretion.

Any questions, please email pavilionrental@shipleyspool.com.

Bondholder Signature (Must be signed to validate)

Date

Pavilion Rental Coordinator (Must be signed to validate)

Date

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*** 3 hours maximum rental, including 30 minutes set-up and 30 minutes clean-up. ***

Guest Names	Guest Fees
1.	<i>Included</i>
2.	<i>Included</i>
3.	<i>Included</i>
4.	<i>Included</i>
5.	<i>Included</i>
6.	<i>Included</i>
7.	<i>Included</i>
8.	<i>Included</i>
9.	<i>Included</i>
10.	<i>Included</i>
12.	<i>Weekday \$3 / Weekend \$5</i>
13.	<i>Weekday \$3 / Weekend \$5</i>
14.	<i>Weekday \$3 / Weekend \$5</i>
15.	<i>Weekday \$3 / Weekend \$5</i>
16.	<i>Weekday \$3 / Weekend \$5</i>
17.	<i>Weekday \$3 / Weekend \$5</i>
18.	<i>Weekday \$3 / Weekend \$5</i>
19.	<i>Weekday \$3 / Weekend \$5</i>
20.	<i>Weekday \$3 / Weekend \$5</i>
21.	<i>Weekday \$3 / Weekend \$5</i>
22.	<i>Weekday \$3 / Weekend \$5</i>
23.	<i>Weekday \$3 / Weekend \$5</i>
24.	<i>Weekday \$3 / Weekend \$5</i>
25.	<i>Weekday \$3 / Weekend \$5</i>

Total Guests _____

(10 guests are included in rental fee, additional guests are \$3/weekday guest, \$5/weekend guest, make check payable to SCS&TC, no cash please)