



FAIRBRAE SWIM & RACQUET CLUB

A Non-Profit Corporation

696 SHERATON DRIVE

SUNNYVALE, CALIFORNIA 94087

408-739-3833

Non-Profit Clubhouse Use Agreement

Rental Fee of \$75.00 will be waived.

POLICIES

1. Use must be sponsored by a member who will be present at the event.
2. The organization must provide proof of non-profit status and a certificate of liability insurance naming **Fairbrae Swim Club** as additionally insured for your event.
3. **The member sponsor agrees to pay the \$75.00 clubhouse rental fee if the above documents are not received by the club prior to the event.**
4. The club has the right to refuse use of the facilities if it is felt the type of function is not appropriate for the facilities or neighborhood.
5. Clubhouse use includes the use of the clubhouse and bathroom facilities only.
6. You are responsible for set up, break down and clean up.
7. Alcohol **may not** be sold on the premises without a special permit and written permission from the Board.
8. Masking tape only may be used to affix any decorations, notices, etc. to the walls, doors, windows, tables, etc. No staples, tacks, or other such items are allowed. Confetti is not allowed.
9. Flatware, dishes, and wineglasses are available upon request, but must be cleaned and put away by the organization.
10. At all times, music must be maintained at a level acceptable to Fairbrae Management. All music must terminate by 10:00 PM.
11. The hosting member will be liable for all damage not covered by insurance. The hosting member will be responsible for the deductible for damage covered by insurance.
12. The hosting member will be charged for any cleaning or repair required after the event.
13. Guests are not permitted to loiter in front of the club, including the parking lot.

14. Non-members may never be left alone at the club. This includes decoration, event, clean up, etc. A member must always be present.

15. Fairbrae may cancel the agreement with two weeks notice if a member wishes to rent the clubhouse.

MISCELLANEOUS INFORMATION

Clubhouse Size: 35' by 45'

Clubhouse Capacity: Assembly 125; Seated 100

Clubhouse Equipment: 8-42" round tables, 4-6' flat tables, 2-8' flat tables, 100 chairs

SATISFACTORY CONDITION

Leaving the clubhouse in satisfactory condition includes, but is not limited to:

1. Removal of all decorations.
2. All chairs and folding tables cleaned and stored in the closet.
3. Floor dust mopped and free of debris.
4. No damage to the facility, whatsoever.

I have received a copy of the FAIRBRAE SWIM CLUB NON-PROFIT CLUBHOUSE USE AGREEMENT and have read and understand the guidelines. **I understand that I may incur additional cleaning fees and that I am responsible for any and all damage caused by my organizations use.**

Member Name: _____ Date of Use: _____

Phone Number: _____ email Address: _____

Organization: _____

Start Time of Use (for setup, etc.): _____ Start Time of Event: _____

End Time of Event: _____ End Time of Use (finished with cleanup, etc.): _____

Type of Event: _____

Member Signature: _____ Date: _____