



Party Reservation Form

MSC Swim Club Member Requesting Reservation: (If not a member, please include address)						
Home Phone: Other Phone:						
Name of Group/Event:						
Purpose of Use:						
Date of Use:						
Time of Use: (between the hours of X and 9pm)	_____ _____ (start) (end)					
Number of Attendees Anticipated:	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">MSCSC Members</td> <td style="width: 33%; text-align: center;">Guests</td> <td style="width: 33%; text-align: center;">Total</td> </tr> </table>		MSCSC Members	Guests	Total	
	MSCSC Members	Guests	Total			
Number of Attendees in each age range:	<table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">0-5</td> <td style="width: 20%;">6-10</td> <td style="width: 20%;">11-16</td> <td style="width: 20%;">17-21</td> <td style="width: 20%;">over 21</td> </tr> </table>	0-5	6-10	11-16	17-21	over 21
0-5	6-10	11-16	17-21	over 21		
Number in each age range who will be swimming:	<table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">0-5</td> <td style="width: 20%;">6-10</td> <td style="width: 20%;">11-16</td> <td style="width: 20%;">17-21</td> <td style="width: 20%;">over 21</td> </tr> </table>	0-5	6-10	11-16	17-21	over 21
0-5	6-10	11-16	17-21	over 21		

Rules/Regulations:

1. All fees are due 7 days prior to the event.
2. A deposit of \$100 is required for use of the party room. The deposit will be returned if the facilities are cleaned after the function and there is no damage to the facility. In addition, floors will be swept and the garbage will be removed from the facility. Provide a separate check for the deposit.
3. A cancellation fee of \$25.00 will be charged if the reservation is cancelled less than 3 days in advance, or there is a no/show.
4. Non-MSW Swim Club members who are attending the party will be assessed the normal \$5.00 per person guest fee.
5. The fee for parties in the party room is \$150 for 3 hours for MSCSC members and \$250 for 3 hours for non MSCSC members. An additional fee of \$35 for each hour after the first 3 hours will be charged.
6. The fee for parties on the deck and general pool area is \$50. For parties over 20 guests, our pool management company may require additional life guards to ensure the safety of party attendees at a cost of \$20.00 per hour.
7. MSC Swim Club members are asked to monitor partygoers for safe and courteous behavior and to clean up once the party is completed.
8. Any group or individual using the facility shall indemnify and hold harmless the Montgomery Square Copenhaver Swim Club (MSCSC) and its members freed and without harm from any loss, damage, liability, or expense that may arise during or be caused in any way by such use of the facility. In the event MSCSC property loss is incurred as a result of the use of the facility, the amount of damage shall be decided by the Board of Directors of MSCSC and the user group shall be charged said amount, and said user group shall pay said amount.

I certify that I have read and fully understand all Rules and Regulations associated with the use of the facility:

Applicant's Signature: _____

Date: _____

Received by MSCS: _____

Date: _____

Please make checks payable to:
MSC Swim Club,
P.O. Box 4192
Rockville, MD 20850