



Party Packet

LRCC is a great place to hold your next Birthday, Anniversary, Graduation or "I survived the tax man" party. This packet will provide you with all the information you need to plan and reserve your party at LRCC. Below are the Party Rules and Guidelines, along with information regarding applicable fees. Included in this packet are the LRCC Rules, Facility Usage Application, Party Guest List, and Clean Up Checklist.

Party Rules and Guidelines:

- A party is defined as any gathering in which a member has 6 or more guests. An organized gathering of 15 or more members also constitutes a party.
- Two reservable party areas are available; the Barbecue Area and the Covered Patio Area.
- There must be at least one LRCC member "sponsor" attending any party at LRCC.
- Parties MUST be booked in advance and are done so on a first come, first served basis. The Social Director needs at least a 2-week notice for parties.
- Lifeguards and facilities are not always available on short notice, and guards need to be booked in advance to ensure the safety of your guests.
- Lifeguard fees are based on the *number of people in your party, regardless of age or whether or not they will be swimming.*
- Fees are subject to change during the season.
- You may check the calendar on the LRCC website (lrcc.org) to see if your preferred party date is available. Please keep in mind that we do our best to keep this calendar up to date, but it is possible that something has been scheduled and not yet added to the calendar.
- You may email the Social Director (socialdirector@lrcc.org) requesting your preferred party date. However, your party is NOT considered booked until it is confirmed by the social director and your \$50 refundable Security/Cleaning Deposit and completed Facility Usage Application has been received.

Additional Rules for School Parties

- School Parties will be charged \$3 per student (regardless of membership) in addition to the party rental fee, lifeguard fee, and refundable Security/Cleaning Deposit.
- There will be NO refunds for non-attendees.
- Upon arriving at LRCC all students will quietly sit on the grass and listen to the lifeguards go over the LRCC Grounds and Pool rules.
- Adult Chaperones are responsible for enforcement of LRCC Grounds and Pool rules.

Party Fees:

- 6 – 20 Attendees \$75 Flat Rate when held during lifeguard hours
 - 21– 50 Attendees \$50 Rental Fee + \$3.00 per Non-member Guest + \$ Lifeguard Fee
 - Over 50 Attendees* \$75 Rental Fee + \$3.00 per Non-member Guest + \$ Lifeguard Fee
- A \$50 refundable cleaning deposit is required to secure the reservation.

Lifeguard Fee:

Parties held between noon and 5 p.m. when lifeguards are previously scheduled will be charged \$15 per hour.

Parties outside of regular lifeguard hours will be charged \$30 per hour.

*Parties over 50 people will require an additional lifeguard at the rate of \$15 per hour.

Fees are for parties up to 5 hours in length. Parties over 5 hours in length will be charged an additional \$20 per hour.

Party fees and Guest List must be received one week (7 days) prior to party date.

Refundable Security/Cleaning Deposit: A security deposit of \$50 must be received with the application in order for the party date to be reserved. Deposits will be returned within one week of event with approval of facility's status by a representative officer.

Cancellation Policy: Cancellation prior to 14 days of the party date will receive a full refund of the Security/Cleaning deposit. Cancellation within 14 to 7 days of the party date will receive a 50% refund, and cancellation with less than 7 days of the party date will forfeit deposit.

Los Ranchitos Cabana Club Rules

Here are some rules to ensure that everyone has an enjoyable time at the pool. Club rules are reviewed annually by the Board of Officers to determine required modifications. Typical changes are designed to support improvements to operations efficiency along with consistent alignment with our insurance policy.

Cabana Club Grounds

- The Cabana Club grounds are private property restricted to members and their guests. Hours of use are 7 a.m. to 10 p.m. daily and only during the regular operating season (early April to late September). Normal lifeguard hours are weekend and holiday afternoons and daily during spring break and school summer vacation periods. Members with Guests must sign in upon entering the club grounds.
- A Guest is ANY non-member on the Cabana Club grounds at any time whether in the pool or not. Guest fees must be deposited in one of the two locked Sign-In podiums.
- Members with Guests must sign in upon entering the Club grounds. This is a very important requirement for our insurance coverage policy and continued liability protection. Members are allowed up to 5 guests without prior approval. Guest fees are \$3.00 per guest. 6 or more guests constitute a PARTY and must be arranged through the Social Director in advance.
- Each household can receive up to 2 electronic keys fobs for access via the gates during non-lifeguard hours. Key fobs may be used only by members who are 18 years or older. To protect young children from wandering in and drowning, the gates must be kept closed during non-lifeguard hours. Gates will remain locked at all times requiring key access.
- During non-lifeguard hours (key access required) members & guests under the age of 18 must be accompanied and supervised by an adult (18 or over). During lifeguard hours (gates open) CHILDREN 12 AND UNDER must be accompanied by a responsible person 14 years or older authorized by parent. No more than 4 children under 6 years per supervising adult.
- NO GLASS or breakable containers are permitted inside the Cabana Club gates. This includes food and beverage containers.
- No pets are allowed inside the Cabana Club gates.
- Picnicking and barbecuing are encouraged. Please avoid littering. Before leaving, all trash must be disposed of and all tables and other surfaces wiped clean. Cabana Club BBQs and tables should be returned to their proper location. Please do not empty BBQs – facility maintenance staff will dispose of coals once they have properly cooled.
- Excessive noise (radios, stereos, etc.) is prohibited. Please be considerate of others. This is a residential neighborhood.
- No bicycling, roller blading or skateboarding allowed inside the Cabana Club gates.
- Alcoholic beverages are permitted to be consumed inside the Cabana Club gate by adults (21 years or older) as long as they are in nonbreakable containers (see rule #6).
- Smoking is prohibited inside the Cabana Club gates.

Pool and Pool Area

- Rulings by an on-duty lifeguard are final. Any disagreement must be taken up with the Aquatics Manager. Lifeguard discipline policy may change due to extent of rule infraction, but follows the format of:
 - 2 verbal warnings
 - 3th warning = 10 minute time out of pool
 - 4th warning = pool use prohibited for the day with parents notified
- Non-swimmers are restricted to shallow end of the pool and must be supervised by the parent or by a responsible person (14 years or older) authorized by the parent. At the Lifeguard's discretion, swimmers must be able to swim the length of the pool to prove their deep water proficiency.
- During lifeguard hours, there will be a 15-minute ADULT SWIM period each hour (starting at 45 minutes past the hour) for those 18 years and over and for adults with infants.
- No eating, drinking, or gum chewing is allowed in the pool.
- Swim wear only is to be worn in pool. No cut-offs, T-Shirts, gym shorts, etc.
- No flotation equipment or toys (rafts, large animals, etc.) are allowed in the pool. Swim aids are OK. Ask on-duty lifeguard for further clarification and ruling.
- No small (keys, coins, etc.) or pointed objects are allowed in pool.
- No running or roughhousing in or around pool.
- Dirt and grass must be rinsed off before using pool.
- Persons with colds, infections, or communicable diseases may not use pool.
- Diaper age children must wear plastic pants in and around the pool. Available for purchase through the lifeguards.
- Long hair (boys and girls) must be tied back when in the pool.



Facility Usage Application

Member Name: _____ Day Phone #: _____

Address: _____ Evening Phone #: _____

email: _____

Date of Party: _____ Start Time: _____ End Time: _____ Check day of week: Sun Mon Tues Wed Thurs Fri Sat

Number of People Attending: _____ Adults: _____ Children: _____ LRCC Members: _____ Non-members: _____

Please check your preferred party area: Covered Patio Area Barbecue Area Nature of Party: _____

Details of Party: _____

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Cancellation Policy: Cancellation prior to 14 days of the party date will receive a full refund of the Security/Cleaning deposit. Cancellation within 14 to 7 days of the party date will receive a 50% refund, and cancellation with less than 7 days of the party date will forfeit deposit.

I have received a current copy of the LRCC Rules. I agree to abide by them, including any changes adopted by the Executive Board and further accept responsibility for their observance by the members of my household, my party and their guests. Any deviation from the rules will be at the discretion of a representative officer.

Initial: _____

I have received a copy of the LRCC cleaning policies and checklist. I understand that it is my responsibility to clean up the party area and empty garbage that results from such party; and LRCC will only return my Security/Cleaning Deposit if the party area is cleaned immediately following the end of the party.

Initial: _____

I understand that participation in any event at LRCC may involve certain risks inherent with pool and water activities, including, but not limited to personal injury, property damage or death. Therefore, it is understood and agreed that party guest's participation in this activity is voluntary. It is also understood that LRCC is not responsible for any injury to a member, guest, employee, or contractor, which may occur as a consequence of the party.

Initial: _____

Signature: _____

Date: _____

LRCC Use Only		Date App. Rcvd: _____	Notes _____
Number of Guests: _____	Party Length: _____	Deposit Rcvd: _____	Check #: _____
Rental Fee: _____	+ _____ xtra hour fee = _____	Date Confirmed: _____	Lifeguards Scheduled: _____
Non-Member Fee: _____	Guest x 3= _____	Party Fees Rcvd: _____	Check #: _____
Lifeguard Fee(s): _____	reg + _____ after + _____ xtra = _____	Party Cancelled: _____	Deposit Returned: _____
Total Rental Fees = _____		Amount: _____	



Party Guest List

Party Host Name: _____ Date of Party: _____

Number of Attendees: _____ Time of Party: _____

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It is further understood that all guests listed below will abide by the LRCC Pool & Party Rules. In the event the guest is a minor and becomes injured or ill and the parents cannot be reached, LRCC has the authorization to call for medical assistance; and should it be deemed necessary, have the injured guest transported to a nearby hospital for further medical assistance. It is the responsibility of the undersigned person hosting the party to bring this to the attention of their guests and such guests' parents and/or guardians, wherever applicable. LRCC and its operating personnel will not be responsible for payment of medical fees or other expenses incurred while rendering aid.

It is also understood that it is the host's responsibility to clean up the party area and empty garbage that results from such party; and LRCC will only return the Security/Cleaning Deposit if the party area is cleaned immediately following the end of the party.

Host's Signature: _____ Date: _____

	Name of Guest	Adult or Child	Emergency Contact	Contact Number	LRCC Member	Verified
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	Name of Guest	Adult or Child	Emergency Contact	Contact Number	LRCC Member	Verified
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Los Ranchitos Cabana Club Party Clean Up Checklist

Party Host Name: _____ Date of Party: _____

Number of Attendees: _____ Time of Party: _____

It is the host's responsibility to clean up the party area following this checklist and have a LRCC representative sign the checklist immediately following the end of the party. Security/Cleaning Deposit will be returned within one week of party date after the Social Director has received a signed checklist from a LRCC representative.

- | Host | LRCC |
|---|--------------------------|
| <input type="checkbox"/> Return all tables and chairs to their proper locations. | <input type="checkbox"/> |
| <input type="checkbox"/> Wipe clean all table tops and any spills on the chairs or other surfaces. | <input type="checkbox"/> |
| <input type="checkbox"/> Pick up and dispose of ALL food or debris on the ground in the party area. | <input type="checkbox"/> |
| <input type="checkbox"/> Pick up and dispose of any food or debris from your party in other areas of the LRCC ground (such as, but not limited to: playground, pool deck, grass areas, basketball court and bathrooms). | <input type="checkbox"/> |
| <input type="checkbox"/> Return BBQ's to their proper location. Please do NOT empty BBQ's, facility maintenance Staff will dispose of coals once they have properly cooled. | <input type="checkbox"/> |
| <input type="checkbox"/> Remove and dispose of all decorations including tape, tacks, or such items used to hang decorations. | <input type="checkbox"/> |
| <input type="checkbox"/> Remove and dispose of all items you may have stored in the refrigerator or freezer during your party. | <input type="checkbox"/> |
| <input type="checkbox"/> Clean up any spills that may have occurred in the refrigerator or freezer. | <input type="checkbox"/> |
| <input type="checkbox"/> Make sure refrigerator and freezer door are closed all the way. | <input type="checkbox"/> |
| <input type="checkbox"/> Take trash to the dumpster which is located just outside of the Calado gate. | <input type="checkbox"/> |

Would you host another party at LRCC? Yes No

Would you recommend LRCC as a party location to friends? Yes No

Party Host Comments or Suggestions:

LRCC Use Only

Was party area left clean: _____

Were party and pool rules followed? _____

What items, if any, were not done: _____

What, if any, rules were broken: _____

Comments:

Name: _____

Date: _____