

**ITALIA AMERICA BOCCE CLUB
COURT USAGE AGREEMENT**

RULES AND PROCEDURES WHEN USING THE COURT SIDE

- A) Only members of the IABC may use the court side for private parties. Member must be present during the entire event.**
- B) Members must schedule the event with the Agreement Coordinator at least 1 week prior to a Board meeting. (Board meetings are normally the 2nd Wednesday of each month and are posted in the club). This is to allow the Board of Directors time to approve the event.**
- C) The Agreement Coordinator will use discretion in scheduling an event. Before an agreement is accepted it must be approved by the Board of directors to approve its use.**
- D) Maximum number of court side occupants is 50.**
- E) Members must put down a deposit of \$100.00 to reserve the date (no date will be reserved without a deposit). Putting a deposit does not guarantee that you can have your event. Once the agreement is signed by the member and the Agreement Coordinator, then after approved by the Board, it will be officially put on the calendar that your event is accepted.**

Deposit: What you deposit will cover:

- A) You get usage of the table area by Court 5 and the usage of courts 4 & 5 ONLY**
- B) You are responsible to let your guest know that there is no drinking or food allowed on the courts, no running and only flat sole shoes are allowed on the courts. (NO HEELS). Inform your guest of the Club posted rules. There are ‘bootees’ available behind the bar. Also all balls, measuring devices, etc. need to be picked up and placed in their appropriate places when you are finished with your event.**
- C) A fee of \$25.00 will be charged for usage of the court side.**
- D) Cleaning of court side: clean it up yourself no charge, if the Club has to clean it you will be charged \$50.00. What we mean by clean: All tables and chairs wiped off and put back where you found them and all trash cans empty. Any folding tables used must be returned to their original location. Leave the area as you found it.**
- E) The balance of deposit, if any, will be refunded within two weeks of event. You must turn in the last page of your contract for this to happen.**

Food: what is allowed:

- a) Member is responsible for the cost of food brought into the Club.**
- b) Any kitchen use must be approved by the Board and a fee will apply depending on usage. This should be noted when contract is originally signed. (please check this box if you plan to use the kitchen). []**

Bar:

- 1) ALL beverages must be purchased from the bar. No one under 21 is allowed to have an alcoholic beverage.**
- 2) Bar Manager will coordinate with Member whether to run a tab, or, a specific tab or guest to pay their own way. ALL TABS MUST BE PAID THAT NIGHT, it doesn't come out of the deposit. Any money left from deposit will be refunded within 2 weeks.**

Initial Page 1 _____

- 3) ALL tabs will include at least a 15% gratuity. (Example: \$100.00 tab+ \$15.00 gratuity your bill will be \$115.00)
- 4) All events scheduled during non bar hours will be charged \$10.00 per hour in order to have a bartender present. Please coordinate time with Bar Manager.

Decorations:

- 1 Decorating must be approved by Dining Room Committee.

Cancellation Policy:

- 2 If cancelled two weeks before event you will be charged \$15.00

- 3 If cancelled one week before event you will be charged \$25.00

(Please call Tony Sanna at 314-223-9694 to cancel.)

The Member is totally responsible for the behavior of their guests. Distasteful behavior, violation of Club Rules and misconduct by guest could result in loss of your CLUB PRIVILEGES.

A walk through inspection will be conducted to note any concerns, assess any damages and ensure the court side is in order. IF there are any concerns or damages, the Member is responsible for the repairs and subsequent costs incurred. If the courts have been soiled there will be a minimum charge of \$200.00 for professional cleaning.

Any violation of this agreement you will forfeit your deposit and loss of the privilege of using the court side for any reason, for a period of time to be determined by the Board.

Date of Event: _____ Time of Event: _____ to _____

Members Name: _____ Membership# _____

Address: _____

Phone #: _____

Number of Guests _____

Purpose of Event: _____

I have read the Court side agreement and fully understand the agreement that I am signing. I understand that I, as the Member, am obligated to pay the bill and will not be reimbursed. This event is for my personal use and will be honored as such.

Member _____ Date: _____

Agreement Coordinator: _____ Date: _____

Approval Date: _____ Deposit: \$100.00 Check No: _____

Page 2 initials _____

Final agreement report after your function:

Deposit: \$100.00

Usage fee: - \$25.00

Kitchen usage: _____

(please check this box if you plan to use the kitchen.)

Cleaning fee: _____

Damages: _____
(this may include \$200.00 minimum charge
For any court stains to be cleaned)

Refund due member: _____

Or

Balance due IABC: _____

Member's name: (print) _____

Date of Function: _____

Office copy Page 3 initials _____

Your copy Page 3 initials _____

PLEASE KEEP A COPY OF THIS PAGE.

**COMPLETE THIS PAGE AFTER YOUR EVENT AND RETURN IT TO THE CLUB
TREASURER OR AGREEMENT COORDINATOR OR OFFICE DOOR MAIL SLOT.**

Final agreement report after your function:

Deposit: \$100.00

Usage fee: - \$25.00

Kitchen usage: _____

(please check this box if you plan to use the kitchen. []

Cleaning fee: _____

Damages: _____

(this includes \$225.00 minimum charge
For any court stains to be cleaned)

Refund due member: _____

Or

Balance due IABC: _____

Member's name: (print) _____

Date of Function: _____

Office copy Page 3 initials _____

Your copy Page 3 initials _____

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