



•SWIM & RECREATION CLUB•

Funbrella Rental Form

AVAILABLE TO SAMENA MEMBERS ONLY

**Please be aware that COVID guidelines from the State may change at any time, potentially requiring unforeseen cancellations or guest capacity restrictions.*

RENTAL DATE: _____ **TIME:** FROM _____ TO _____

RENTER'S NAME: _____ MEM # _____

PHONE: _____ **(EMAIL):** _____

ADDRESS: _____
STREET CITY ZIP CODE

TYPE OF FUNCTION: BIRTHDAY PARTY PICNIC
 OTHER _____

ESTIMATED NUMBER OF GUESTS: ADULTS _____ MINORS _____

MAXIMUM 30 GUESTS* INCLUDING MEMBERS AND THOSE IN THE RENTER'S HOUSEHOLD

Picnic tables are available at the Funbrella. Four 8-foot tables are available with 3-days advance notice to provide a place for food, presents, etc. Chairs not available.

RENTAL PROCEDURES ARE OUTLINED ON THE SECOND PAGE. PLEASE READ ALL PROCEDURES BEFORE SIGNING THE RENTAL AGREEMENT.

AGREEMENT: The undersigned hereby makes application to the Samena Swim & Recreation Club for use of the facilities described above and certifies the information given in the application is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all rules and regulations and policies/procedures of the Samena Swim & Recreation Club in which the facilities are requested. The applicant agrees to exercise the utmost care in the use of the Club's premises and property to save the Samena Swim & Recreation Club harmless from all liability resulting from use of said facilities. The applicant further agrees to reimburse the Samena Swim & Recreation Club for any damage arising from the applicant's said use of the facilities.

PAYMENT: FULL PAYMENT MUST BE MADE AT THE TIME OF RENTAL.

APPLICANT SIGNATURE _____

TODAY'S DATE _____

FOR OFFICE USE ONLY	
Full Rental Fee	\$ _____
Additional Fees	\$ _____
Total Payment	\$ _____
Date Paid & Staff Initials	_____
Method of payment	_____
Date Paid & Staff Initials	_____
Outlook/Form Copy to Chelsea, Mark	

Rental	Rental Rate	Room Capacity	Damage Deposit
Funbrella	\$50/first hour, \$20 add'tl hours	30	None
Grill	\$50		
*Rental must include set up time more than 30 min			

PROCEDURES FOR USE OF THE FACILITY

1. This rental contract includes use of the specific area as designated.
 - ◆ Funbrella rental includes the use of the tables under the Funbrella and restrooms in the concession lobby. (Playground equipment may be used during Funbrella rentals but is not reserved and must be shared with other members.) A/V equipment not available at the Funbrella.
 - ◆ Grill rental and usage is at applicants own risk. Must reserve at least 5 days before event.
2. A "Member" status includes only those on membership at the time of rental. Extended family is NOT included.
3. The rental includes set-up and take-down of tables that can be used for food/buffet, presents, etc. Up to four 8-foot tables are available for use, in addition to the picnic tables that are there already. Samena will need at least 3 days advance notice for use of any 8-foot tables.
4. The renter must supply table coverings and any other supplies necessary.
5. The applicant must allow ample time at the end of the rental for clean-up. Major spills and excessive garbage must be cleaned up by the renter.
6. Agreement for rental is for facility "as is." Please be sure the rental meets your needs before signing the contract.
7. All guests must stay within the designated rental area at all times and under active adult supervision.
8. Keep music in a reasonable range and without explicit language.
9. The entire facility is designated non-smoking which includes the outdoors.

CONDUCT OF GUESTS AT THE SAMENA SWIM AND RECREATION CLUB

Excessive noise level, inappropriate use of alcohol, illegal drugs or narcotics, disruptive conduct or any forms of unauthorized behavior will cause the entire party to be immediately evicted with assistance from the Bellevue Police Department, if necessary. Please see Samena's Code of Conduct, posted in the lobby. No refunds of any type (including damage deposit) will be granted for applicants asked to leave the facility.

CANCELLATION/REFUND

The applicant must notify the Samena Swim and Recreation Club immediately in the event of a cancellation. A full refund of damage deposit and rental will be given if we are notified two weeks prior to the rental. After the two week period the rental fee will only be reimbursed if we rent the room to someone else.

*Refund policy may be amended due to changes in COVID guidelines.