

Rancho Calaveras Clubhouse

3995 S. Hwy 26 Valley Springs CA 95252 (209)772-1355 rcpoa2@gmail.com

Event Type: _____	Event Date: _____	Event Location: _____
_____	Event Start Time: _____	Event End Time: _____
Completed By Director : _____	Event Manager: _____	Deposit Received: _____
<i>(Office Use Only)</i>	Total Amount Due: \$ _____	Deposit Amount: \$ _____

EVENT RENTAL AGREEMENT

Today Date: ____/____/____

Name: _____ Membership # _____

Organization: _____ Non-Profit: Yes / No

Email Address: _____ Non-Member: _____

Address: _____ Phone #: () ____ - ____

Mailing Address: _____ Cell Phone:() ____ - ____

Event Type: _____ **Event Date:** ____/____/____

Set Up Time: _____ Begin Time: _____ End Time: _____ Total Hours: _____

(Rental includes Set Up & Tear Down any additional time, a late fee will be deducted from deposit)

Event Insurance Provider: _____ Policy: _____ Phone # _____

Coverage Amount: \$ _____

(Renter is required to provide Event Insurance 5 days Prior to the Event)

SIGNATURE _____

DATE: _____

RENTAL RULES

NON-MEMBERS DO NOT HAVE POOL ACCESS, CLUBHOUSE RENTALS ONLY

_____ An Hourly staffing fee will be charged for all before/after hour rentals

_____ The Renters is responsible for cleaning and maintaining the Rental Facility unless other arrangement have been made with the managing staff.

_____ The Renter is responsible for any damages and/or loss of RC Clubhouse Property.

_____ CLOSING TIME PENALTIES When the Manager and Renter do the final walk. The Facility must be vacated by all rental guest and belongings. Final walk must be at the rental end time.

The renter will be charged \$25 for every 30 mins that renters, guest or belongings remain in the facility.

_____ RC Clubhouse and Pool is a “Non-Smoking Facility”. Smoking is prohibited within 1520 feet of any main entrance, Exits, and or operable window. All users must comply with current Smoking Laws. Please smoke in designated areas by the Cigarette Dispenser.

_____ Decorations are to be limited to tabletops and floor weighted ballons. NO THUMBTACKS, NAILS, SCREWS OR TAPE BE APPLIED TO THE WALLS, PILLARS, LIGHTS, CEILING, DOORS, OR WINDOWS. NO CONFETTI.

_____ Renter agrees to designate an adult to ensure that all Renters Guest abide by all Pool Rules, to ensure a pleasant and safe event all.

FAILURE TO DO SO, CAUSING STAFF TO ENFORCE THE RULES DUE TO MAYHEM, CAN BE REASON TO FORFEIT ANY AND ALL DEPOSIT.

_____ SHOES MUST BE WORN OUT OF THE POOL GATE.

_____ ALCOHOL IS NOT ALLOWED IN THE POOL AREA.

_____ When Alcohol is served at the Clubhouse a Deposit of \$100 Will be Charged.

_____ If you are going to offer alcohol beverages for sale at your event, you will need to obtain a Temporary Liquor License from the Département of Alcohol Beverage Control and Provide a Copy to the Office for Reference 5 days prior to event.

_____ It is agreed that the Event will not exceed the designated rental period. A rental that exceeds time will be charged \$25 for every 30 minutes past the end time, until guest leave the premises.

_____ If the renter decides to extend the rental time before the end of the rental, standard rental rates apply.

THERE ARE NO REFUNDS FOR UNUSED TIME. The event Manager is responsible for noting on the event rental agreement the new departure time.

DEPOSITS WILL BE REFUNDED IF ALL GUIDELINES ARE MET AS DETERMINED AT THE TIME OF INSPECTION BY THE RC CLUBHOUSE MANAGER OR RC CLUBHOUSE BOARD MEMBER. A REFUND CHECK WILL BE MAILED WITHIN (14) BUSINESS DAYS OF THE RENTAL.

SIGNATURE _____

DATE: _____

GRAND ROOM CAPACITY: 100 SEATED / 150 STANDING PATIO CAPACITY: 20 SEATED / 30 STANDING POOL: 65 IN

WE APPRECIATE YOUR SUPPORT OF THE RC CLUBHOUSE and HOPE YOU ENJOY YOUR EVENT

Revised By: Gina Almendarez 5/11/2026

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TO BE COMPLETED AND SIGNED BY EVERY RENTER

_____ In consideration of my participation in activities arranged for or by the Rancho Calaveras Clubhouse. I hereby, release and covenant not to sue RC Clubhouse Owners, shareholders, Directors, Officers, Employees, representatives, agents, and lessees from any and all present and/or future claims resulting from ordinary negligence and inherent risk of my participation in any activities or arrangements and the use of the facilities and equipment of RC Clubhouse including but not limited to any loss, injury, damages, or liability sustained by me while on or about the premises of the Clubhouse.

_____ I am fully aware and understand that RC Clubhouse does not have on or about the premises, or employ or contract with any medical services, provisions for ordinary or emergency medical services including but not limited to emergency cardiovascular assistance.

_____ I agree that immediately prior to participation in any activity arranged for me by RC Clubhouse, I will inspect the facilities and equipment to be used and if any defect is apparent, I will not use the facility or equipment and I will notify the RC Clubhouse staff of defect.

_____ I further agree that I am not knowledgeable in the proper use of the RC Clubhouse facilities or equipment therefore I will notify RC Clubhouse staff prior to the event to be sure equipment is working properly and qualified staff are available to operate during the event.

_____ I agree that I or any event attendee(s) will in any way or time take it upon themselves to attempt to operate, connect, disconnect, adjust the RC Clubhouse lighting and or sound system. By doing so it is understood that I am responsible for any damage, as well as the cost to the repair/replacement of said equipment.

_____ I further agree to indemnify and hold harmless RC Clubhouse, its owners, shareholders, directors, offices, employees, representatives, agents, and lessees from any and all claims arising from my involvement in or receiving instructions for activities incidental thereto wherever, whenever, and however the claims may arise including but not limited to travel to and from the activity site and participation at remote sites.

_____ I assume all the foregoing risks and accept personal responsibility for any damages and loss following any loss of property, injury, permanent disability or death resulting there from.

_____ I agree to provide RC Clubhouse with Event Insurance for the time of my event in order to cover all loss or damages to person, place or premises.

_____ I HAVE READ AND FULLY UNDERSTAND THE ABOVE WAIVER, RELEASE AND ASSUMPTION OF RISK AND FULLY UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING THIS WAIVER, RELEASE AND ASSUMPTION OF RISK AND SIGN IT VOLUNTARILY.

ANY PERSON UNDER THE AGE OF THE AGE 18 YEARS OLD MUST HAVE A PARENT OR GUARDIAN DO-SIGN THIS FORM.

NAME (PRINT) _____ DATE: ____/____/____

SIGNATURE _____

NAME (PRINT) _____ DATE: ____/____/____

SIGNATURE _____

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RENTAL FEE SCHEDULE

Today Date: ____/____/____

Name: _____ Membership # _____

Organization: _____ Non-Profit: Yes / No

Email Address: _____ Non-Member: _____

Address: _____ Phone #: () ____ - ____

Mailing Address: _____ Cell Phone: () ____ - ____

Event Type: _____ **Event Date:** ____/____/____

Set Up Time: _____ Begin Time: _____ End Time: _____ Total Hours: _____

(Rental includes Set Up & Tear Down any additional time, a late fee will be deducted from deposit)

Event Insurance Provider: _____ Policy: _____ Phone # _____

(Renter is required to provide Event Insurance 5 days Prior to the Event)

EVENTS WILL NOT BE BOOKED WITHOUT A DEPOSIT

DEPOSIT: Check # _____ Amount: \$ _____

Clubhouse: \$250 Alcohol: \$100 BBQ: \$10 Pool: \$250 Tables / Chairs: \$150 (8 tables 64 chairs) \$250 (16 tables 128 Chairs)

RENTING:

Clubhouse: ____ Patio: ____ Pool: ____ BBQ: ____ Kitchen: ____ Tables/Chairs: ____/____ Staffing Fee: ____

TOTAL DUE: \$ _____

AMOUNT PAID: \$ _____ DATE RECEIVED: ____/____/____ CASH / CHECK / CC TRANS/CHECK# _____

BALANCE DUE: \$ _____ DATE RECEIVED: ____/____/____ CASH/ CHECK/ CC TRANS/CHECK# _____

PAID IN FULL: ____ DATE: ____/____/____

SIGNATURE: _____ DATE: ____/____/____

STAFF: _____ DATE: ____/____/____

ATTACH COPY OF RECEIPTS / CHECKS

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EVENT DEPOSIT INSPECTION

CLUBHOUSE

SATISFACTORY

UNSATISFACTORY

1. All floors are swept & Vacuumed
2. Disposal of any debris on clubhouse grounds
3. Return all furniture to its original location
4. All decorations have been removed
5. All sinks and Counter Tops have been wiped clean
6. Bathrooms are clear of debris
7. All Pool Sticks are returned unbroken with tips
8. Pool Balls are accounted for (1) Cue (8) Solid (7) Stripe
9. Pool Rack
10. TV Remotes Controls (2)
11. Fires are Turned Out
12. All Items have been removed from refrigerator and is clean
13. Carpets are free of stains, food or spills
14. Facility is clear of all belongings / property of rental party
15. All renters guests / representatives have vacated facility on time

RENTAL NOTES BY STAFF:

THE FACILITY HAS MET ALL END OF RENTAL INSPECTION REQUIREMENTS, FULL DEPOSIT IS OK FOR RETURN

SIGNATURE _____ DATE: ____/____/____

RETURNED BY: _____ CHECK # _____ DATE: ____/____/____

THE FACILITY HAS NOT MET ALL END OF RENTAL INSPECTION REQUIREMENTS, DEPOSIT WILL BE DEDUCTED FOR:

REASON(S) _____ AMOUNT DEDUCTED: \$ _____

DEPOSIT AMOUNT RETURN: \$ _____ RETURNED BY: _____ DATE: ____/____/____

SIGNATURE _____ DATE: ____/____/____

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