

Application for Use of Butano Country Club Facilities for a Special Event

ANY special event is over 15 people, including members. This application must be received by the BCC Board at least 30 days prior to the event. (BCC PO Box 211 Pescadero, CA 94060)

Member's Name: _____

Member's Address & Phone #: _____

Contact Information: Email Address: _____ Alternate Phone #: _____

Proposed Date: _____

Proposed Times: from: _____ AM/PM to _____ AM/PM (Include set-up & clean-up times)

Proposed Event: _____

Expected Number of Guests: _____ Adults over 18 _____ Children under 14 _____

All children MUST be supervised by adults at all times.

Areas of the pool facilities proposed to be used:

Pool _____ Barbecue Areas _____ Lawn area _____

Volleyball / Basketball court _____ Fireplace _____

Ping Pong table _____ Other (specify) _____

I understand that I am responsible for my guests and that we must comply with all rules and regulations. I am responsible for supplying all barbecue and fire supplies. If any equipment such as tables or umbrellas is moved, I will return them to the locations where they were originally found. I am responsible for cleaning up the areas that my guests and I use and removing all trash. **If required, a Certificate of Insurance must be received within ten days of approval of application and have Butano County Club named as an additional insured.**

Fees are to be received within ten days of approval of this application as the following: Monday through Thursday special event for 16-25 people is \$3.00 per non-member. Friday through Sunday special event for 16-25 people is \$6.00 per non-member.

Any special event over 25 people, please contact a board member for fees and policies.

Signed _____ Date: _____

Date received by Board _____

Does application meet conditions of a special event? Yes _____ No _____

Is the member current on all appropriate fees? Yes _____ No _____

Approval of application subject to the following additional requirements:

Date application approved _____

Date applicant notified _____

Approved by: _____