

Seneca Lake Club

PO Box 505, Sparta, NJ 07871

SENECA LAKE BEACH PARTY RULES, APPLICATION AND Exit CHECKLIST

There is no charge for members to host parties at the beach. However, a refundable security deposit is required.

Parties may be requested and held by residents of the Seneca Lake reservations as per the following conditions (the conditions are subject to change without notice):

- Party requests may be made by residents that have their yearly fees paid to date. Reservation requests must be in writing before the requested date and the application must be filled out and returned with a \$150 security deposit (checks only please). Initial requests should be forwarded to Tammy Crimando at tammtlc@earthlink.net and include the following information:
 - Name, address, and telephone number of party host
 - Date requested for the party
 - Starting and ending times of the party
 - Number of people attending
 - Activities planned (swimming, volleyball, BBQ, etc.)
- A party request is not a guarantee that the party date/time will be available. All dates/times are assigned on a first come, first served basis. The sooner you book your party, the more likely the date you request will be available. Confirmed parties are posted on the calendar at senecalakeclub.org.
- Beach and/or pavilion are the usual sites for parties.
- The beach may not be reserved for money-making or fund-raising activities.
- If swimming is planned, please note that Seneca Lake Beach Club does not employ lifeguards. All swimming is AT YOUR OWN RISK.
- All parties are limited to 50 people.
- There is no charge for members to utilize the beach area for a party. However, a refundable security deposit of \$150 in the form of checks made payable to Seneca Lake Beach Club is required for all parties. Please send checks to: Seneca Lake Beach Club, C/O Tammy Crimando, 107 Seneca Lake Road, Sparta, NJ 07871. The \$150 security deposit will be refunded after a Trustee verifies that the party site has been left clean and in satisfactory condition. Host will forfeit the security fee if the beach area (including pavilion and parking areas) is not in clean and satisfactory condition, with all trash, recyclable material, decorations, etc. properly disposed of.:
- All Trash and Recycling must be disposed of properly. The Garbage (Black bags) and Recycling (Clear bags) that fit in the garbage pails are provided (In the labeled plastic cabinet in the garage)
- Once party has concluded - Recycling can be removed from Blue Garbage pail and put curbside (Replace with clear bag provided in garage)
- **Garbage bags must be tied and KEPT IN GARBAGE PAILS** (Extra Garbage Pails in Garage) to Avoid leakage/animal Scavenging.
- Failing to properly dispose of garbage that is scavenged will result in forfeiture of deposit.
- Please notify Seneca Lake Club (Tammy) and let her know if the gas for grill was replaced (spare tank in garage)
- As noted above, all trash and recycling must be disposed of properly. Containers for both are provided. The garbage and recycling bags that fit the cans are provided for party hosts and can be found in the plastic set of drawers immediately inside the garage on the right. Please use those bags for all trash and recycling accumulated at the pavilion and around the beach/grass areas and be sure to tie with a secure knot prior to leaving the filled bags in the garage cans.
- Please put a new bag(s) from the cabinet into the empty can(s) outside of pavilion so they are ready for the next member's use.
- All parties are approved in writing by the Seneca Lake Board of Trustees.

Application for Use of Seneca Lake Club facilities for Private Party

I have read and agree to abide by the Seneca Lake Club Beach Party Rules which govern the use of the Seneca Lake Club property for private party purposes.

I understand that if I fail to comply with these rules, I could lose both my deposit as well as any future party privileges. I accept full responsibility for all damages, whether related to personal injuries or property damage, which occur during, arise from, or relate to the private function which I am hosting, which I will supervise, and for which I have submitted this application. Without limiting the foregoing, I further agree to indemnify and hold harmless (including legal fees and litigation related expenses), the Seneca Lake Club Inc. and its officers, directors, agents, and employees from and against any damages, claims, liabilities, and expenses.

I accept full responsibility for any damage that might occur as a result of the beach function for which I am hosting and for which I am applying.

NAME (Please Print) _____

ADDRESS: _____

PHONE: _____ EMAIL ADDRESS: _____

DATE REQUESTED FOR PARTY: _____

START TIME: _____ END TIME: _____

NUMBR OF PEOPLE EXPECTED: _____

DESCRIPTION OF INTENDED USE (i.e., swimming, grilling, volleyball etc.)

SIGNED: _____

DATE: _____

For Trustee Use:

Reviewed by: _____

Dated: _____

Checklist for Seneca Lake Club Beach Club

Prior to your Event

Take Photo of area so that you can return items to their original location

Grill – check level prior to event to be sure you will have enough gas for cooking

Day of your Event

You may rearrange tables as needed for seating

Replace garbage/recycling bags as needed and that guests clearly note the correct receptacle to toss their trash. Be sure to securely tie bags for recycling and garbage throughout the event. There are plenty of bags so no need to overfill them.

After your Event

Initial each item indicating you have completed that task

_____ Tables and chairs have been returned to their original locations (refer to your photo if needed)

_____ Beach and surrounding areas have been cleared of trash and items left behind (including trash items that need to make their way to appropriate receptacle)

_____ Bathrooms have been checked for items left behind

_____ Recycling items have been placed in securely tied bags and placed by the road.

_____ A new bag has been placed in the Recycle Can (Supplies can be found in the garage)

_____ Trash has been placed in securely tied bags and **placed inside the garage** – we have sign up genius for those responsible to take trash to road on Sunday evenings.

_____ A new bag has been placed in the garbage can. (Supplies are in the garage)

_____ Grill has been cleaned

_____ Propane level after your use: Full _____ ½ Full _____ Empty _____

_____ Lights and fan are turned off

_____ Garage door is closed and locked

Please submit your completed checklist to the Seneca Lake Club Party Coordinator. Once we have completed an inspection of the site, your deposit check will be returned to you unless it is found that one or more of the above “After Event” items were not completed which will result in forfeiture of your deposit. The Party coordinator will communicate with you on that outcome.

Please consider signing up again! We hope you and your guests enjoyed the day at the beach!