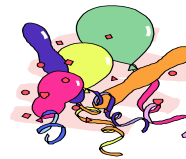
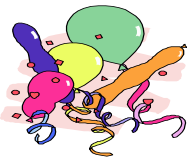


Kingston Estates Swim Club



Party Request Sheet

If you are planning to have a party at the Kingston Estates Swim Club, we ask that you follow these procedures:

1. Speak with the manager on duty and check the club calendar for any conflict with other parties, club activities and/or early closing time on the date requested.
2. When you have selected a tentative date for your party, provide the manager on duty with the information required below. All requests must be made in person during club hours. NOTE: The swim club, pools or any recreation areas may be closed for inclement weather, maintenance or for safety. It is recommended that you make alternate arrangements and/or select an alternate party date
3. On the date of your party, provide the control booth with a list of names of non-club members who will be attending. (Use reverse of this Instruction Sheet)
4. The KESC club member host is responsible for their guests at all times. It is the member hosts responsibility to inform non-member guests of the "KESC Rules and Regulations". Copies of the "KESC Guest Rules and Regulations" are available at the control booth.
5. All children 12 years of age and under must pass a swim band test to enter the 5 foot and/or diving well areas of the pool. Please consult with the manager to arrange for testing and time. Swim band cost is \$1.00, refundable when the band is returned at the end of the party.
6. Please use the trash and recycle containers for all your trash. If the containers become full or you require additional plastic trash bags, ask the manager.
7. If you need to bring in or remove chairs, coolers, etc., ask the manager to have the gate adjacent to the picnic or kiddy area opened.
8. Check with the manager for availability of briquettes and starter fluid if you plan to use the barbecue pit.
9. At the conclusion of your party, pay at the control booth for all non-members who attended. The fee is \$3.50 for each non-member guest unless guest passes are used. Check or cash only. You do not pay for no-shows.

Thank you for your cooperation,
The KESC staff

Retain the above Instruction Sheet for completion of attendee list on reverse on day of party.

----- Detach and complete the following information below and submit to the manager on duty -----

KESC Party Request

Date submitted: _____

Host member name: _____

Membership No.: _____ Phone No.: _____

Party day & date: _____

Alternate day & date: _____

Approximate starting and ending times: _____ to _____

Approximate number of attendees: _____ Location: picnic area _____ kiddy area _____

Posted on Calendar: _____

Kingston Estates Swim Club

Party Guest Sign-in

Date of Party: _____

Host Member Name: _____ Membership No.: _____

All non-member party guests names are to be listed below and all must sign-in when entering KESC.

Non-member Guest Name (printed)	Guest Sign-in Signature
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____

: _____ @ \$3.50 = \$ _____

_____ Guest passes

_____ TOTAL paid guests

Received: _____
(Admission Attendant's signature)

Received: _____
(Manager's signature)