



## 2023 Party Policy & Procedures

Residents of Lakeridge West may hold personal parties at the pool concurrent with regular community use of all facilities. All party requirements must comply with the following regulations:

1. If a resident invites more than 10 guests (non-residents of LWCA) to the pool at one time any time it will be considered a party. A Party Reservation Agreement must be submitted a minimum of one week in advance and approved by the LWCA board. If no prior arrangements have been made the party will not be able to enter the facility.
2. A non-refundable Party Fee of \$150 must be paid upon signing the Party Reservation Agreement. The maximum number of guests is 25. Over 25 guests will require additional fees. This must be discussed and paid for in advance a minimum of 3 days prior to your party with the LWCA board.
3. A party reservation will not be final until the Party Reservation Agreement is completed and signed, and all application fees are paid.
4. Maximum duration for any personal party of 10 or more guests is four hours and must be held during LWCA normal operating hours.
5. To encourage removal of all debris associated with the party, a refundable \$100.00 Cleanup Bond must be deposited with the LWCA board upon signing this agreement. Party hosts are responsible for bagging all garbage and depositing it in the garbage cans outside the tennis courts, LWCA will provide black bags so that cans inside the pool facility are left empty after the party for community use.
6. In case of rain prior to a party, the pool manager or board member will call to cancel the event and reschedule, if possible. If not rescheduled the Party Fee and the Cleanup Bond will be refunded. No refunds will be made if the party is rescheduled.
7. Parties may be held at the outer black top patio, adjacent to the pool entrance, or upstairs in the picnic area using the LWCA picnic tables by the kiddie pool. Hosts may bring their own tables and chairs for blacktop use but cannot use the LWCA furniture on the blacktop. By prior agreement, food may be stored in the refrigerator or freezer in the pool office.

**PLEASE NOTE:** If thunder/lightning/rain occurs while a party in progress no part of the Party Fee will be refunded, and the event will not be rescheduled unless a new Party Reservation Agreement is completed and all applicable fees are paid. If debris are removed, the \$100.00 Cleanup Bond will be refunded.