



All Mail: P.O. Box 193, Salinas, CA 93902
Location Only: 127 San Benancio Road, Salinas, CA 93908
Main: 831-484-1825

Private Party Policy

BOOKING:

All parties must be arranged with and approved by Park Manager. Details will be defined on the Party Contract. All guests are required to complete *Waiver and Release* form prior to admittance into the park.

PARK USE:

Park Use includes use of both pools, basketball court area/activities, picnic tables, grills, and restrooms.

FEES:

All fees are due at time of booking. No party will be booked until fees have been paid in full. Party may be cancelled up to two weeks prior to date. There is **NO REFUND** for a party cancelled **within two weeks** of date - Members are encouraged to rebook. There is a **NON-REFUNDABLE** booking fee of \$100 applied to ALL cancellations.

Member Party

12 - 24 attendees	\$200
25 - 49 attendees	\$300
50 - 74 attendees	\$400
75+ attendees	special arrangements required

Member Party Requirements -

Member sponsored - Member must attend entire party.
Member must accept responsibility for party attendees.
Member will familiarize guests with Titus Park policies.

SCHEDULE FOR SESSIONS (Subject to Park hours of operation):

Session 1

11:30 a.m. - noon	set-up time
noon - 3:00 p.m.	party time
3:00 p.m. - 3:30 p.m.	clean-up time

Session 2

3:30 p.m. - 4:00 p.m.	set-up time
4:00 p.m. - 7:00 p.m.	party time (be aware of lap swim)
7:00 p.m. - 7:30 p.m.	clean-up time

CLEAN UP:

Clean up includes gathering trash, placing recyclables in correct receptacles, sweeping area, and providing the next group a clean and useable area.

OTHER:

- Party time is limited to three hours only. Half hour time allotted before the party is for set-up only, and half hour time allotted after the party is for cleanup only. Sponsoring Member/Host will be charged \$20 for each 15-minute increment over allotted time.
- Guests who remain after the allotted 3 hours must be a member or the guest of a member and pay daily guest rate that is \$5/guest.
- Party guests under one year of age are free and not included in the count. All other guests, swimming or not, will be counted.
- Any changes to the number of attendees must be given to Park Manager at least two days before the event.
- Absolutely no glass (bottles/containers/jars/plates/cake plates and stands) or glass of any kind is allowed within the confines of the concreted area of the park.
- Table coverings must be secured with table clips or tape. NO STAPLES!
- Titus Park does not permit use of property past regular park hours.
- Evening parties during swim lessons or lap swim will not have access to the diving board.
- Undue, disruptive conduct or foul language will not be tolerated.
- No roller blades, skateboarding, roller skating, or solicitation is permitted on Park property.
- Titus Park rules must be observed.
- Alcohol may not be served to guests under the age of 21 years. Titus reserves the right to request all alcohol be removed from the property at any time.
- Party policies are to be followed as outlined, excluding schedule of party sessions.

Violation of any policy rules will result in termination of the party by Park Staff at their discretion. No refunds will be given. Damage to Park property will be assessed and Sponsoring Member/Host will be billed if necessary.