



NORTHUMBERLAND SWIM CLUB PARTY INFORMATION (Off-Season)

Pool Address and Telephone No: 2708 Danby Court, Atlanta, GA 30340 (770) 939-4267

POOL HOURS The regular pool hours are posted on the pool website: www.nusc.com

WHAT IS REQUIRED TO SCHEDULE A PARTY?

If you are a dues paying member of NUSC, you may reserve the pool and clubhouse for a private party.

All parties are scheduled on a first come, first served basis.

You can check the Event Calendar online at www.nusc.com to determine if your desired date may be available. Contact the Events Coordinator to reserve a party date and time. **(The online Event calendar is subject to change, so you must contact the Events Coordinator to reserve a time.)**

Events Coordinator: email: events@nusc.com

- Review this NUSC Party Information packet.
- Complete the NUSC Party Reservation Form (Reservation Form)
- Return the Reservation Form and deposit check to the Events Coordinator within 24 hours of making your reservation. (See Reservation Form for address.)

A \$25.00 deposit is required to hold your date. This deposit will be refunded if:

- the party rules are followed,
- no damages are incurred,
- the club facility is properly cleaned up,
- non-member guest fees are paid within one week of party date, and
- the key is returned immediately after the party.

The Events Coordinator will determine if the security deposit is to be refunded.

Since your party is being held during a time when the pool is not open, you will need to obtain a key to the clubhouse from the Events Coordinator. This key does not provide access to the pool.

WHEN CAN I HAVE A PARTY?

Except as otherwise outlined below, a party can be scheduled at any time between 9 a.m. and midnight.

Parties may not be scheduled during open pool hours on Fridays until the pool is open full-time (e.g. this generally correlates with the first Friday after the public schools in DeKalb County are out for the summer).

Parties may not conflict with pool sponsored functions.

There can only be one party at a time.

HOW MANY GUESTS MAY I HAVE AT A PARTY?

During hours when the pool is not open, party size is not specified; however, space is limited within the clubhouse.

Please be sure that you have adequate supervision for your party guests. (One adult per 4 to 6 children is recommended.)

The host of a party with more than 40 people must meet with the Events Coordinator.

WHAT DOES PROPER CLEAN-UP REQUIRE?

Proper cleanup requires returning the clubhouse to the condition in which you found it or a little better condition than you found it if it was messy. If you find the clubhouse to be a mess or things dirty upon arrival, please let the Events Coordinator know.

Before you leave, please check that the following has been accomplished:

- All decorations have been removed.
- Table tops have been brushed or wiped.
- Floor area has been swept, vacuumed, or washed,
- Spills have been cleaned up. (If the spill cannot be totally cleaned up, please let the Events Coordinator know.)
- Tables or other furniture moved for the party has been put back in their original place.
- Bathrooms have been cleaned up—toilets flushed, counters wiped off, floors in stalls swept, toilet paper removed from floors, trash emptied.
- All trash has been removed (Please be sure to do this to help us avoid problems with bugs and critters). Generally, this means you will need to take your trash home with you. Garbage pickup is on Monday and Thursday mornings, however, there is no one to take in trash cans or to see that animals have not gotten into the trash. So unless you plan to check back and see that the garbage has been taken, please take your trash home with you.

A broom, dustpan, and vacuum cleaner are available at the clubhouse in the kitchen area. .

Trash bags are under the sink.

Towels and rags for clean-up are not available at the clubhouse. You must provide these yourself.

ADDITIONAL RESPONSIBILITIES

- The reserving member must attend all private parties.
- The reserving member is responsible for any damages to the club facilities by party guests.
- The reserving member is responsible for insuring that party guests under the legal drinking age consume no alcoholic beverages.

PLEASE BE A GOOD NEIGHBOR!

Be sure that neither you, nor your guests, block the driveways of our pool neighbors.

Keep the noise level reasonable.

Stereos, music, etc. should be turned off by 11:00 p.m.

WE HOPE YOU HAVE A WONDERFUL PARTY AT NUSC!