

# Canoe Club Reservation Contract

The Canoe Club ~ 406-863-2691 ~ 4219 River Lakes Parkway Whitefish, MT 59937

- RESERVATION AREA & LIMITATIONS** -The area being reserved by the Member is dependent on size of the party and is specified at the bottom of the page. During the summer, parties may use the pool area, so long as it does not interfere with the enjoyment of others. Reservations may not be made on: *New Year's Eve, New Year's Day, Super Bowl Sunday, Memorial Day, 4th of July, Labor Day, Halloween, Thanksgiving Day, Christmas Eve & Christmas Day.*
- TIME LIMITS** - Private Party Reservations are limited to a maximum of four (4) consecutive hours, unless prior approval by the board. All parties are subject to the normal operating hours. All parties/persons must end/exit by 11:00 pm.
- FEES & GUEST LIMITS** – Reservations for <10 people will not be charged a fee. There is a **non-refundable fee of \$100 for parties of 11-25 people**. For **parties of 26-60 people, the fee is \$200**, with the option to add additional approved hours, over the 4 hours, for \$250 per additional hour. Fees are subject to change and are due a week prior to the event, or the reservation will be canceled. The Member is responsible for ensuring that there are no more than sixty (60) attendees.   
*Despite the terms of this Agreement, if the Member does not, or fails to, reserve the Clubhouse for an event with more than ten (10) attendees, then the Canoe Club reserves the right to bill, and hold responsible, the organizing Member and/or the attendees for cleaning charges, even if this Agreement has not been executed. Further, such party(s) will be responsible for resulting damages.*
- SECURITY DEPOSIT** - A **\$500 refundable** security deposit for 11+ people is due least 3 days prior to the event, or the reservation will be canceled. The deposit (part or all) will be forfeited:
  - If any of the outlined rules in this contract are not adhered to
  - If any of the clubhouse rules are not adhered to
  - If the Whitefish Police Department is dispatched for any disturbance
  - If alcohol is served to or consumed by minors on the premises
  - If any damage is caused to the property including, but not limited to, clubhouse furnishings, exterior grounds, or any private party materials, including those provided by an independently contracted catering/supply service.The Canoe Club will be clean and damage-free prior to use. The cleaning company will inspect for damages, and if any damage is found, the member will be notified and the cost of such damage will be deducted from the security deposit.
- HOST RESPONSIBILITY** - Clubhouse guest entry must be monitored by the Member, as the doors are locked at all times. All persons given entry by the Member or their guests will become the responsibility of the Member. A Member contracting for private use of the facility must be in attendance at all times, and is responsible for the monitoring of guests as it pertains to the noise level, privacy and safety of surrounding residents. Tenants who desire to reserve for a party must have the Lessor/Member approval, signifying their agreement to the terms set forth herein, and accordingly, both parties agree that they will be individually responsible for any breach of the terms of this Agreement. No third-party rentals allowed.
- NOISE** - All music must terminate by 10:00 pm.
- CLUBHOUSE USAGE** - Furnishings and kitchen supplies of the Clubhouse are available for the Member's use. If other chairs or tables are needed, please contact a rental company. Decorations may not be glued, taped, tacked or nailed to walls or ceilings. Window coverings of any kind may not be placed on windows or doors, other than existing curtains/blinds. Parties may not be used for sales or fundraising functions that are "open to the general public".
- CLEAN-UP** - The Member is responsible for removing all trash, debris, decorations and supplies at the end of the function. Place trash in the receptacles provided inside the building. Fees collected are for normal use only; fees do not cover any damages to Clubhouse. Members shall leave all areas as clean as they found them. Using this fee, The Canoe Club will hire a cleaning company which will clean the Clubhouse within a reasonable time after usage.

*\*Member also refers to tenant*

Liability Release Statement: *I release, hold harmless and indemnify The Canoe Club from all liability for injuries and/or damages resulting from my use of the its Clubhouse facility and I release, hold harmless, and indemnify The Canoe Club for any injuries and/or damages resulting from the use of its Clubhouse facility by anyone attending my function, by any of my agents, employees or other assigns of mine. I understand I am financially responsible for damages to the clubhouse resulting from this event.*

- Small Gathering NO FEE - Less than 10 people (NOTE: Other Members may use the non-selected areas)**  
Reserved Area (check up to TWO)  Kitchen  Theater Room  East of Fireplace  West of Fireplace

**Party of 11-25 people \$100 Fee**

**Party of 26-60 people \$200 Fee**

**Reserved Party Areas: Exclusive use of Kitchen, Theater Room, East & West of Fireplace**

**Date of Party:** \_\_\_\_\_ **Time:** \_\_\_\_\_ (am / pm) ~to~ \_\_\_\_\_ (am / pm)

Printed Name \_\_\_\_\_

Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Today's Date \_\_\_\_\_

Signed by:  Member  Tenant (must have owner/property manager approval)

- Attached two checks payable to The Canoe Club for \$100/\$200 (non-refundable) & \$500 (refundable)**

