

Italia-America Bocce Club (IABC)

Court-Side Usage Agreement (Revised February 2024)

Member's Name (Print): _____

Complete Address: _____

Phone: _____ circle or check one: cell phone home work

Member's Stock Number: _____

Date of the Event: _____

Time of Event: _____ to _____ (set up time: _____)

Event Description: _____

Number of Guests: _____

Kitchen and Materials Usage (circle) yes no

(If the answer is yes, please complete the attached Kitchen and Material Usage Form and submit with this Agreement)

I, _____, a member in good standing have **read** the Court-Side Usage Agreement and fully understand said agreement. I understand that I, as a member of the *Italia-America Bocce Club*, am obligated to pay for the entire cost of the event, such as fees, food, kitchen charges, if incurred, etc. This event is for my personal use, and I am not being reimbursed by another party for the use of the IABC. Any violations of the Usage Agreement may result in, but not limited to, the event ending before the scheduled time, probation, or suspension of all or some of the member's IABC benefits, expulsion, additional fees/fines, and/or criminal charges to which, I as the member, will be responsible for all legal fees.

Member's Signature

Date Submitted

Agreement Coordinator

Date Received/Retrieved

Board Approval Date: _____

Deposit: _____

Procedures and Rules for Court-Side Usage

1. Only a member in good standing of the IABC may use the Court-Side for private parties. The member must be present for the entire party and clean-up process. The member shall not profit from Court-Side usage.
2. The member must first go to the website STLBocce.Com to see if your date is available. Then you need to contact the Rental Agreement Director, [Sally Drago](#) by phone at 314-330-6742 to confirm the date.
3. Sally will get back to you in 24 hrs. She will respond to each person in order to make contact as having first choice on a date, and she will move to the next member accordingly.
4. A new member will ONLY be allowed to rent an event after 6 months of membership.
5. Sally will then make sure you are a current member in good standing. Annual dues must be paid in full at the time of the request for a rental. Sally will then forward contract agreements electronically directly to you. If you choose to fill out hardcopy you can return and drop in club mailbox in the office door.
6. You must then submit a completed Court-Side Usage Agreement Form and the court fee of \$ 100.00 for the usage of the courtside and courts 4 and 5. You can pay for the court rental by check or credit card at the bar made out to the IABC and place the deposit and agreement in an envelope marked Rental Agreement Director and place it in the mail slot located in the Office door.
7. All events require approval from the Board of Directors of the IABC. These meetings are usually held the 2nd Monday of each month. Therefore, plan accordingly so that you have contacted Sally and have time to submit the Court-Side Usage Agreement with the rental fee least one week prior to a scheduled Board meeting.
There is now an electronic board voting process if you need to book the facility sooner than the next board meeting.
8. The member should keep a copy of the Court-Side Usage Agreement Procedures and Rules.
9. Sally will contact the member to indicate whether the rental request was approved, denied, or requires further information from the IABC Board.
10. If the event was approved, Sally will meet in person or discuss via phone call the details of the contract which you need to have already thoroughly read.

Rental Fee:

1. **\$100.00 rental fee, Monday through Thursday and on Sunday. \$200.00 rental fee Friday and Saturday. The Courtside rental includes the use of courts 4 and 5 ONLY. Even if no one is on courts 1, 2, 3, your guests are NOT permitted use of those courts.**
2. A maximum of 50 people is allowed for the court-side rental – NO EXCEPTIONS.
3. The member and guests may only use Courts 4 and 5 and the area by Court 5 for food. If you would also like to use the Dining Room, a separate Dining Room Rental Agreement must be completed along with the additional Dining Room deposit.
4. The bartender will provide Sally with a completed “Bar Tender Summary Report” of your event. If you owe any additional fees for non-compliance such as damages or violation of too many guests, you will be billed and responsible for the additional charges.
5. If any damage to the property has occurred, such as a spillage on a court that would currently cost \$250.00 (this amount may change as to what the vendor would charge at the time of the incident) to professionally clean, you will be responsible for the charges.
6. **YOU - the member, are responsible for informing and enforcing bocce court usage rules with your guests.**

The Board of Directors would like you to have a good time, but keep the following rules in mind:

There is no food or drink allowed on the courts (this includes no leaning over from inside the courts to get a drink or bite of food). Only flat-soled shoes are allowed on the courts. If your guests are not wearing appropriate shoes, we have booties on the coat hook rack by court 5. These booties MUST be worn to get on the courts. If it is raining or snowing, please make sure the bottom of anyone's shoes is dry, before entering the courts. Children must always be supervised. Children must be supervised by a responsible adult while on the courts to prevent potential injury. Measuring sticks and the ball picker uppers are not toys. There is no running permitted in the Club – on or off the courts.

Food:

1. The member is responsible for any cost associated with food brought into the club. Food is to be set up on tables along the window side and not anywhere close to court 5.
2. The Club is not responsible for food placed in the refrigerator, freezer, stove, oven, fryer, warmer, etc.
3. Any kitchen use must be requested by checking that request on the Court-Side Usage Agreement Form and completing the Kitchen and Materials Usage Form at the time the agreement is submitted. There may be some charges associated with certain items, if used. The kitchen and other items may not be available if there is a club function being held in the dining room. The member is responsible for cleaning any items used from the Kitchen and placing the item(s) back where it belongs.
4. The member is responsible for supplying any napkins, forks, knives, spoons, plates, disposable tablecloths, take home containers, etc.

Bar Policy:

1. All beverages must be purchased from the bar – not the vending machine or brought in. No exceptions.
2. No one under the age of twenty-one (21) is allowed to purchase or consume alcoholic beverages anywhere on the IABC property or surrounding properties in the parking lot. They are also not allowed to sit on the stools at the bar.
3. The bartender has the right to refuse or stop serving anyone at their own discretion.
4. At the beginning of the event the bartender needs to be made aware of the types of beverages being offered for the event (for example, if only soda and tea vs. alcoholic beverages.)
5. The member must coordinate with the Bar Manager or bartender as to how the bar tab will be paid. If a member wants to initiate a running tab, a credit card must be presented at the beginning of the event and closed out before leaving the IABC. If a member should leave before paying for the event. The credit card on file from the beginning of the event will be charged for the bar total for the event with a 25% gratuity will be added for an event.
6. The member is to make sure their guests are aware of whether there is an open bar, partial open bar, or cash bar.
7. If a bartender(s) is not be available during non-bar hours, the member and the Rental Agreement Director will make arrangements with the Bar Manager, prior to the event for beverage purchases.

Décorations:

1. Decorations must be approved by the Agreement Coordinator
2. Glitter, confetti, and difficult to clean decorations are not allowed.
3. Do not hang items on the walls.
4. Window decorations are not allowed.
5. All decorations need to be removed and disposed of at the end of the event.

Clean-Up:

1. The member is responsible for cleaning up the Court-Side area before leaving the club.
2. All food, trays, buffet pan holders, sterno, etc. brought into the club for the event, are not to be left at the club.

Options are to take home, give back to caterer or dispose of in the trash properly.

3. Wipe off all tables and chairs. The bartender will provide the spray bottle cleaner and the towels. If the tables and/or chairs were moved, return them all to their original location (taking a picture prior to moving items may help with this). Dispose of any cups, bottles, trash, etc. located in the metal drink holders around Courts 4 and 5.
4. Sweep the floor. If there was any type of liquid spills, the mop is in the supply closet next to the men's restroom.
5. Dispose of all trash into the available trash cans. Bring the trash can(s) to the dumpster outside behind the shed using the two-wheeler located in the ice machine room. Place the trash cans back in the court-side area, and re-line each can with a new trash bag located on the table by the court 5 restroom.

Conduct Policy:

1. The member is responsible for the behavior of their guests and themselves at the event. Distasteful behavior, violation of IABC rules, or misconduct by a guest(s) or the renting member, will result in penalties. Penalties may include, but are not limited to, the event being terminated before the time on the contract, suspension of all or some IABC privileges for the member, and possible criminal or civil prosecution.
2. Children must be always supervised in the IABC and parking lot.
3. A walk-through inspection may be conducted directly after the event or the next day to assess cleanliness and possible damage. If there are any violations of either of these, the Agreement Coordinator will contact the member and discuss the concern(s). If there is any damage, the member is responsible for the cost of repairs or replacement and the member will be billed for the remaining balance.

Cancellation Policy:

1. If the event is cancelled two weeks before the scheduled date, the member will be charged a \$15.00 fee.
2. If the event is cancelled one week before the scheduled date, the member will be charged a \$25.00 fee.
3. The event coordinator will make every effort to have a bartender available event during off bartender hours.
4. If there is an extenuating circumstance for the cancellation, the fee may be waived by vote of the Board of Directors. If the event is cancelled by the IABC due to club or weather-related issues, the entire deposit will be returned to the member.

Liability Policy:

In no event shall the *Italia-America Bocce Club* be liable to the member or their guests for this event whether based in contract, TORT (including negligence), warranty or otherwise including (A) failure or termination of or interruption in utility services to the club; (B) personal injury or damages to person or property which the member or guests may incur, regardless of the cause thereof. The member and guests agree to indemnify and hold harmless the *Italia-America Bocce Club*, fellow members, officers and directors, employees, and agents from and against all claims, damages, losses, suits, judgements, costs, and expenses by any party arising from the member's event held at the IABC. The members and guests hereby release and forever discharge the *Italia-America Bocce Club* from all liability or damages of any kind.

Security Guard Option:

We now have security guard protection on the parking lot for you and your guests for your rental events. The price is \$ 40.00 per hour with a 4-hour minimum. It's an option you may consider. The club will make the arrangement scheduling your security officer if you elect to purchase the security.

I have read the options available and hereby have decided the following:

- 1. I wish to have the security guard present during my event. Yes
- 2. I have decided not to have the security guard present for my event. No

Members initials _____

Kitchen and Materials Usage Form:

Member Name: _____ Date of Event: _____

Only submit this form with your Agreement if you plan on using anything in the kitchen!

It is the member's responsibility to clean, turn off the oven, stove top, convention oven or warmer (if used), and/or put items back where they belong when using and/or borrowing items from the kitchen. This includes sweeping and/or mopping the kitchen floor if items are spilled and taking any trash out to the dumpster and relining the trash cans (liners may be found in the kitchen or in the supply closet located near the men's restroom).

The meat slicer and steam tables are not allowed to be used.

Check all that apply:

- Refrigerator _____
- Freezer _____
- Serving Utensils _____

what will be used:

- Knife _____
- Cutting Boards _____
- Fryer _____
- Oven _____
- Stove Top _____
- Convection Oven _____
- Warmer _____

- follow color code for usage
- (can only use if you know how to operate) Fee: \$40.00
- (can only use if you know how to operate) Fee: \$5.00
- (can only use if you know how to operate) Fee: \$5.00
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Dishwasher needed @ \$ 20.00 per hour - \$20/hour – I need _____ hours (Marty Valle is authorized operator).

Other specialty Items: _____

What will be used - Other Items require additional Agreement Coordinator approval and will follow Dining Room Agreement Kitchen and Usage Form, if there is a fee or not associated with it.

Total Usage Fee: _____

By signing the Court-Side Usage Agreement Request Form, the member agrees to any fees which may be incurred from their use of the Kitchen and/or materials.

Agreement Coordinator Reviewed/Date