

Shady River Civic Association
Private Pool Party Request

Date of Request:

Requestor's Name:

Street Address:

Phone # & Email

Reservation Date:

(Please note that private parties may be reserved between the hours of 5p – 10pm: See website for date restrictions).

To reserve the SRCA pool for a private party, you must submit your request via e-mail at Swalton@hammackcpas.com or, jluebe@hammackcpas.com, or you may call Sandy Walton at 281.471.5747 ten days in advance to reserve your date. Confirmation will be e-mailed, confirming your date/time is available. To reserve your date/time, a deposit of \$100 is due to confirm your reservation. ***(The date and time will not be confirmed until your check made out to Shady River Civic Association is received.)***

Please note that if a check is returned due to NSF, a returned item fee of \$35 will be charged and reservations forfeited.

Out of the \$100.00 deposit \$50.00 will be refunded within two weeks once the pool has been found to be in satisfactory condition. If the pool area (including the pool house) is left in disarray, the deposit is forfeited. Please note the following need to be done.:

You must remove your pool trash (don't use pool trash cans for this).

Umbrellas are to be closed.

All Patio furniture is to be returned to its original location.

SRCA Use Only:

Balance on Account:

Date Approved:

Date Notified:

Date Deposit Rcvd /Check #

Insp. Prior to Party Date:

Insp. After Party Date:

Date of Refund / Check #: