

SMSC Clubhouse Use Application and Agreement:

Paragraph 1 – Use Restriction:

The person requesting use of the SMSC clubhouse (“requester”) agrees that the clubhouse will be used ONLY for the purpose(s), date(s), and time(s) specified below, as provided by the requester and agreed by SMSC. The term “clubhouse” means the generally accessible areas, but NOT the range or enclosed office area of the building.

Date: ____/____/____ Desired beginning and ending times: From ____ (AM/PM) To ____ (AM/PM)

Purpose: _____

Organization (or individual): _____

Contact name (if different than above): _____

Phone number: _____ Email address: _____

Attach separate sheet if there is any other information the requester or responsible Board member feels is pertinent.

REQUESTER, PLEASE READ THE FOLLOWING!!

Paragraph 2 – Firearms Restriction:

The use, handling, or display of firearms as an element of the proposed use, stated above, is prohibited. A separate application and review process is required for such use of the clubhouse.

Paragraph 3 – Fees for Use:

There is a fee of \$150 for up to 10 students/attendees for up to 8 hours of clubhouse use and 2 hours of range use. The number of range lanes that can be reserved is limited to the number of instructors, up to a maximum of 2. There will be an additional fee of \$10 per student/attendee over the initial number of 10. Neither advance notice nor a reservation are required for use, but are recommended. Reservations always have the priority. In order to reserve the clubhouse in advance, a non-refundable deposit fee of \$50 must be received by SMSC before the clubhouse will be reserved. The deposit fee should be paid to the Board member who approves the use. A receipt should be provided by the Board member. A signed, handwritten receipt is acceptable. It should state the date and time received, amount received, date and time being reserved, and the words “clubhouse use deposit.” This deposit fee will be applied to the rental, leaving the remainder to be paid on/before the day of the use. This remaining portion of the fee may be paid to the Range Manager.

Paragraph 4 - Hours of Use:

The clubhouse will be available for use between the hours of 7AM and 10PM (0700-2200) daily, except for the following holidays, when it will not be available for use: New Year's Day (January 1), Memorial Day (last Monday in May), Independence Day (July 4), Labor Day (first Monday in Sept), Thanksgiving (4th Thurs in November), Christmas Day (December 25). Specifically, the clubhouse may not be accessed before 0700 (7AM), and it must be vacated by 2200 (10PM). Access will not be provided before 0700 (7AM), and there will be an additional fee of \$50 per hour or portion thereof beyond 2200 (10PM). This policy will be strictly enforced.

Paragraph 5 – Consumption of Alcoholic Beverages Not Permitted

Consumption of alcoholic beverages is not permitted on SMSC premises open to the members, their guests, or the public.

Paragraph 6 - Condition of Premises Before and After Use:

Requester agrees not to allow or cause damage, defacement, or other deleterious actions to occur to the clubhouse premises or other SMSC property as a result of their presence or their use. Requester understands and agrees to pay the cost to repair or replace any such damage discovered subsequent to their use. If requester desires, a pre- and post-use inspection may be conducted with a representative of SMSC. If desired, photographs or written documentation, shared by both the requester and the SMSC representative, may be used to document the facility's condition or areas of concern before and after use.

Paragraph 7 – Cleanliness of Premises Before and After Use.

Requester agrees to ensure that due diligence will be used to keep the premises relatively clean while in use. Requester will use brooms and dustpans provided to clean floors after use. Bathrooms will be left in a similar state of cleanliness as they were when usage commenced. If requester desires, a pre- and post-use inspection may be conducted with a representative of SMSC. If desired, photographs or written documentation, shared by both the requester and the SMSC representative, may be used to document the facility's condition or areas of concern before and after use.

Paragraph 8 – In Case of Conflict:

Reservations always have the priority. In the event of a conflict in scheduling, the club's online calendar will be the defining arbiter, if those whose schedules are in conflict cannot reach an agreement regarding use of the clubhouse. Otherwise, in the event of an agreement, if one requester does NOT use of the clubhouse, any fees paid (including deposit) will be refunded by SMSC. If both requesters use the facility, even if the number of hours one or both have use of the facility is reduced, by their collaboration, no refund or reduction of fees will be provided if the hours actually available for their use are within the utilization windows requested and as specified in Paragraph 7 – Fees for Use of the SMSC Clubhouse Use Policy (i.e., 4 hours or less, or 4 to 8 hours).

Date Signed: ____/____/_____

Requester's Name (Print): _____

Requester's Acceptance of Agreement (Sign): _____