



# Garthchester Realty

[www.GarthchesterRealty.com](http://www.GarthchesterRealty.com)

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## **CLUBROOM RULES FOR PRIVATE PARTIES**

The clubroom is to be used for meetings, and resident private parties in accordance with the following rules:

- Only residents may engage in the clubroom for a private party.
- Reservations must be made with the Management Office for the use of the Clubroom. A security deposit of \$500.00 is required for the reservations.
- Residents are responsible for cleaning the clubroom after its use. There will be a charge against the security deposit for extra maintenance, such as additional cleaning. The entire clubroom area, including the bathrooms, must be left in clean and orderly condition.
- Residents are responsible for any damage that may occur, and the costs related to the same will be taken against security deposit.
- The office must be furnished with complete information regarding the party – type of party, number of guests, caterer, etc.
- Children are not permitted to jump on the furniture or remove any cushions from the chairs.
- Entrance exits and walkway to the gym and bathrooms must be accessible to the residents. Please do not block entrance and exits.
- Furniture cannot be removed from the original location.



- Business/office parties for outside organizations or for sponsoring charities are not permitted.
- The music and noise must be kept at a volume so as not to disturb other residents of the Classic.
- No more than 40 people are permitted.
- Smoking is not permitted in the clubroom or the bathroom.
- Access to the pool is not permitted. Permission to use the pool can be obtained through a special written request to the Board of Managers. All guests must be contained to the clubroom. Please do not allow your guests to wander through the building.
- Guests using the pool must change their clothes before using the clubroom.
- Guests must place tablecloths on the tables before each use.
- Residents reserving the Clubroom can pick up the tablecloth from the Classic Office.
- Please remember to turn off the lights to the clubroom when the party is over.
- All parties must end by 1:00am.

Please sign below indicating that you have read and fully understand the above rules and regulations pertaining to the use and care of the Classic's Clubroom.

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date



**REQUEST FOR PRIVATE USE OF THE CLUBROOM**

Resident's Name \_\_\_\_\_

Unit Number \_\_\_\_\_

Home Telephone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Reservation date: \_\_\_\_\_

Time of use: From \_\_\_\_\_ To \_\_\_\_\_

Type of Use: \_\_\_\_\_

Anticipated Attendance: \_\_\_\_\_

\_\_\_\_\_  
Resident's Signature

\_\_\_\_\_  
Date

