



Palm Desert

Country Club Association

77-800 California Drive
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www.pdcca.com

ALICE MARBLE HALL RESERVATION FORM

For Palm Desert Country Club Association ("Association") Homeowners or Tenants with Current Transfer of Membership

Hall Renter Name: \_\_\_\_\_ Owner/Tenant \_\_\_\_ Other \_\_\_\_
Address: \_\_\_\_\_
Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_
Event Date: \_\_\_\_\_ Time of Event: \_\_\_\_\_ to \_\_\_\_\_
Total Hours Reserved (time may not exceed 6 hours): \_\_\_\_\_
Decorating Time: \_\_\_\_\_ to \_\_\_\_\_ Clean Up Time: \_\_\_\_\_ to \_\_\_\_\_
Event Purpose: \_\_\_\_\_ # of guests attending \_\_\_\_\_
(Maximum number of guests is 150)

Will Alcohol be served at this event: YES [ ] NO [ ]
(There is a non-refundable minimum charge of \$160.00 for Security Services for alcohol consumption at event)

Will the Hall Stove/Oven be needed: YES [ ] NO [ ]

Table with 2 columns: Description and Amount. Includes Reservation Deposit (\$500.00), Additional Rental Fee, Cleanup Service, Security Service, and Outside User Group Fee.

Total Due \$ \_\_\_\_\_
Payment Method (Cash/Credit Cards are not accepted)
Check, Cashier's Check or Money Order made payable to PDCCA: \_\_\_\_\_

Reservation Deposit of \$500.00 is refundable within fifteen (15) days after event, if all event conditions and Association policies have been met.

ONE DAY EVENT INSURANCE MUST BE PURCHASED BY RENTER AND MUST BE BROUGHT INTO OFFICE TWO WEEKS PRIOR TO EVENT. IT CAN BE PURCHASED THROUGH THIS LINK. www.eventhelper.com NOTE: Palm Desert Country Club Association and Personalized Property Management must be the certificate holder and named as additional insured on certificate. An "Endorsement Form "B" shall be attached to the Certificate of Insurance. You may also try obtaining a one day event insurance certificate through your homeowner's insurance policy.

I have read and agree to the PDCCA Use of Alice Marble Hall Policy, and have read and agree with all documents attached to this reservation agreement. I accept responsibility for performance of the above Agreement; agree to abide by all requirements as stated on Association Requirements for Hall Rental. I also accept responsibility for all damages incurred during the event and for the action of my guests.

Signature of Hall Renter

Date