

PRINCE THOMAS OF SAVOY SOCIETY, INC.
32 OLD FARMS ROAD
AVON, CONNECTICUT 06001
860.678.0690

For PTS use only:

Bar requested: _____

APPLICATION FOR USE AND OCCUPANCY OF FACILITY

Rental Contacts: Michael A. Sinacori Phone: 860-651-5412 Email msinacori@att.net

MEMBER'S NAME _____ PHONE NUMBER _____

ADDRESS _____ EMAIL _____

REQUESTED DATE _____ TIME _____ TYPE OF EVENT _____

Note: On Sundays, only the Main Upstairs Hall without access to the bocce courts can be rented.

NUMBER OF ATTENDEES (Maximum 92-hall, 75-lounge) _____

THIS IS AN APPLICATION NOT A RESERVATION. UPON REVIEW OF THE APPLICATION AND THE \$25 NON-REFUNDABLE DEPOSIT, THE APPLICANT WILL BE NOTIFIED OF ACCEPTANCE BY EMAIL OR PHONE.

RULES AND REGULATIONS FOR RENTAL USE AND OCCUPANCY OF FACILITY

1. Rental of Club facilities is limited to Club members in good standing.
2. Club members are responsible for complete payment of all rental fees 2 weeks prior to the event.
3. Club members are responsible for opening and closing the rental event.
4. The following items/procedures are **prohibited and strictly forbidden** to be brought to or used on the Club grounds and/or premises:
 - a. Fireworks, candles, firearms or weapons
 - b. **Any alcoholic beverages, other than those purchased from the club bar facilities.**
 - c. Admittance fees or prepaid drink vouchers.
5. Only Club-approved and assigned bartenders are allowed to work the bar and serve beverages.
6. The last call for beverages at the bar will be 11:30 p.m. and the Club will be closed at 12:00a.m.
7. Alcoholic beverages are not to be purchased, possessed or consumed by anyone under the age of 21 years.
8. For those renting the pavilion, the use of bocce courts is allowed provided that the renter oversees the bocce matches to ensure safety and proper usage. The renter is also responsible for ensuring that the courts are left in the condition in which they were found.
9. **No decorations may be attached to the walls or ceiling in any way.**
10. No music, entertainment or excessive noise outside after 10:00 p.m.

I acknowledge reviewing these terms of facility rental. _____ (Renter's initials).

Please complete all the pages of this form and mail the entire completed application **along with the \$25 non-refundable deposit to:**

Michael A. Sinacori
1 Stratton Lane
West Simsbury, CT 06092

**Deposit may be provided 1) in cash, 2) by check or 3) by credit card via the PTS website.
The remaining balance for the rental must be paid 2 weeks prior to the event.**

RENTAL OPTIONS

There are four rental options. Please select an option.

OPTION 1: MAIN HALL (UPSTAIRS) RENTAL

Five Hours (includes access to a warming kitchen)

_____ \$325 (includes the \$25 deposit)

Pavilion (includes propane grill)

Pavilion is an add on and can't be rented alone.

_____ \$50

The rental of the pavilion includes the use of the bocce courts.

Total _____ CK# _____

OPTION 2: LOUNGE (DOWNSTAIRS) RENTAL

Five Hours (includes access to downstairs warming kitchen) deposit)

_____ \$225 (includes the \$25 deposit)

Pavilion (includes propane grill)

Pavilion is an add on and can't be rented alone.

_____ \$50

The rental of the pavilion includes the use of the bocce courts.

Total _____ CK# _____

OPTION 3: MAIN HALL, LOUNGE AND PAVILION

_____ \$525 (includes the \$25 deposit)

Total _____ CK# _____

OPTION 4: LIMITED USE OF THE UPSTAIRS HALL

This option is only for small groups of less than 50 guests and for meeting less than 3 h. Food and non-alcoholic drinks may be served. Alcoholic drink must be purchased from the PTS bar in advance of the rental.

_____ \$75 (includes \$25 deposit)

Total _____ CK# _____

BARTENDER FEE

(The bartender fee is \$100. The bartender fee plus bar tab is paid at the time of the event)

BARTENDER ASSIGNED FOR RENTAL EVENTS CALL **Ed Matteo – 860-550-0431 & email rugger9ed@yahoo.com and fill out form – discuss any special request for the bar with Ed**

It is recommended with up to 50 adults, there be one bartender; over 50 people requires an additional bartender.

SIGNATURE OF THE MEMBER _____ DATE _____

CLUB RENTAL CONDITIONS AND DEPARTURES CHECKLIST

The Prince Thomas of Savoy Society, Inc. is located at 32 Old Farms Road in Avon, Connecticut 06001. The maximum occupancy of the upstairs main hall is 92 people seated or 120 people standing. The maximum occupancy for the downstairs lounge is 75 people. All tables and chairs must be replaced as found at the end of the rental event.

The upstairs and downstairs facilities are equipped with a full kitchen including a refrigerator, microwave and stove, **which can only be used for warming dishes**. The Club does not provide any set ups, tablecloths, plates or utensils.

The telephones are not for public use. You must provide a cellphone at your event.

The Club provides cleaning solutions and trash bags.

The facility must be shut down and locked by 12:30 a.m.

The following checklist must be completed.

<input type="checkbox"/>	Task
	Stack all chairs and return to as-found condition
	Turn off all stove and oven burners
	Clear and clean all tables and kitchen counters.
	Empty and clean kitchen sinks.
	Throw all trash in dumpster.
	Turn all thermostats to closing settings.
	Turn off all lights and devices.
	Close and lock all windows and doors.

I acknowledge completing these tasks. _____
Renter's Signature

HOLD HARMLESS AGREEMENT

I _____, a resident of _____
 Connecticut and residing at _____
 hereby apply on behalf of myself for a permit to use the premises and property of Prince Thomas of Savory Society, Inc. (thereinafter referred to as PTSS) at 32 Old Farms Road, Avon, CT 06001.
 Date(s) of use: _____

In exchange for the mutual consideration between the undersigned parties in permitting the use of PTSS premises and property, the undersigned USER agrees that it shall not hold the PTSS liable for any claims, damages or injuries of any nature whatsoever that may arise out of the use of said premises and/or property. The undersigned User further agrees to indemnify and hold PTSS harmless from any and all claims, losses, damages, judgements, costs, settlements, fines, penalties and expenses (including legal fees) the PTSS may incur or be charge charged with directly or indirectly, as the result of the use of said premises and /or property, including without limitation, claims, losses, etc., that may result from a claim by the User.

 Signature of Application

 Date of Application

Rental /Event Checklist for Bar Needs

Contract Information:

Contact Person Name: _____

Contact Person Cell Phone: _____

Rental or Club Event: _____

Party Location: Upstairs Downstairs Pavilion

Theme: _____

When: Date: _____ Day of the week: _____

Bar Open for Party at _____

Bar Close for Party at _____

Party Details:

Party Size: Number of people attending: 50 or less _____ 50-75 _____ 75 – 100 _____
100 – 125 _____ Full Facility >125 _____

Bartender Instructions:

- Guest Purchase _____
- Renter will subsidize (open bar)
 - i. _____
 - ii. Threshold (\$ _____)
 - iii. Time cut off: _____
 - iv. Product: Beer _____ Wine _____
 - v. Other: _____

Special Request (Please Explain)