

## Applying for PTS Rentals Using the Fillable Application Form

Before completing the form, go to the PTS calendar (<https://www.ptsavoy.com/copy-of-events-1>) and see if the date is available. Note that on Sundays, only the Main Upstairs Hall is available. The Pavilion and bocce courts cannot be rented on Sundays. Follow the following steps to complete this form:

1. Move the cursor over the line after MEMBER'S NAME and enter the information.
2. Either use the tab key to move to the next field or move the cursor to the next field and enter the information.
3. Save the form once all the fields have been completed and either:
  - a. Go the Men's Pay online tab in the main menu of the PTS home page (<https://www.ptsavoy.com>) and use your credit card to pay for either all the fees involved or just the deposit (\$50). Note the deposit is require. Email the completed application to Mike Sinacori, Jr at [msinacori@att.net](mailto:msinacori@att.net). **This method will immediately reserve your date.**
  - OR
  - b. Print out the application and mail it to Mike Sinacori, Jr  
1 Stratton Lane, West Simsbury CT 06092 along with a **\$50 deposit (check or cash)**

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: Mike Sinacori, Jr (msinacori@att.net, Phone 860-782-7508)

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 \$50 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 \$50 non-refundable deposit to:**

Mike Sinacori, Jr  
1 Stratton Lane  
West Simsbury CT 06092  
Phone: 806-782-7508

**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 three rental options. Please select an option.

### OPTION 1: MAIN HALL (UPSTAIRS) RENTAL

Four Hours (includes access to a warming kitchen)

\_\_\_\_\_ \$400 (includes the \$50 deposit)

Pavilion (includes propane grill)

\_\_\_\_\_ \$100

Pavilion is an add on and can't be rented alone. The rental of the pavilion includes the use of the bocce courts.

Total \_\_\_\_\_ CK# \_\_\_\_\_

### OPTION 2: LOUNGE (DOWNSTAIRS) RENTAL

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

\_\_\_\_\_ \$300 (includes the \$50 deposit)

\_\_\_\_\_ \$100

Pavilion (includes propane grill)

Pavilion is an add on and can't be rented alone. The rental of the pavilion includes the use of the bocce courts.

Total \_\_\_\_\_ CK# \_\_\_\_\_

### OPTION 3: MAIN HALL, LOUNGE AND PAVILION (Four Hours)

\_\_\_\_\_ \$750 (includes the \$50 deposit)

Total \_\_\_\_\_ CK# \_\_\_\_\_

### BARTENDER FEE

**(The bartender fee is \$135. 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](mailto: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)