

Green Tree

TENNIS CLUB

GENERAL PARTY INFORMATION FOR LARGE COMPANY PARTIES 2020 (100 - 600 persons)

Green Tree is **PERFECT** for large company parties. There is no better setting for friends, co-workers and families to enjoy, visit and have fun with each other. There are many recreational activities plus groups may choose from either one of the very popular turn-key packages where we do all the **WORK** so you can have all the **FUN**. Choose from: the "Mini" Value turn-key package or the Value turn-key package. Additionally, the party house and 1500 sq. ft. cedar pavilion are both included with either turn-key package.



FACILITIES: Activities/facilities included in the party fee are: swimming pools (*junior Olympic size adult and baby pool*), volleyball & basketball courts; horseshoe & tetherball game areas, children's play area plus beautiful three acre picnic area. Party members and guests are requested to stay in the picnic/pool area.

Note: *Green Tree is a large facility. We have multiple picnic areas for parties and depending on the day and time your party is booked, there may be other parties going on at the same time as your party unless you are guaranteeing 201 persons.*



PARTY SPONSOR: The party sponsor is responsible for:

- proper clean-up of the party area (*making sure trash items are placed in trash receptacles*)
- giving Green Tree personnel a guaranteed count prior to the party date (*see information on guaranteed count*)
- payment of bill
- distribution of red wristbands to party guests who are using the adult pool who cannot swim or are poor swimmers.

PICNIC DATES & TIMES: Parties are booked on a first come first serve basis and are reserved when a deposit and completed party application is received. PARTY LENGTH is up to 6 hours.

GUARANTEED COUNT: Our party service is operated on a guarantee basis. Because club and party staffing as well as booking of other parties and picnic table arrangements are based on party counts, it is imperative that a guaranteed count of persons attending the party be given to Green Tree personnel. *The guaranteed count should be received ten days in advance.* Party sponsors are asked to fax us at 681-5295; call us at 681-5261 or e-mail us at customermanger.greentree@gmail.com with your guaranteed count. At this time we will want to verify all details of your party (*to make sure we have everything exactly the way you want*), and to get a final count (*your guarantee*) for your party. For example: If your final count (*your guarantee*) is 215, you are responsible to pay for this amount. If only 195 persons attend, you are still responsible to pay for 215. Additional persons over and above the guaranteed count, will be charged to the party sponsor.

NOTE: All persons utilizing the club and picnic area should be included in the guaranteed count regardless of whether they swim or stay the entire length of the party.

DEPOSITS: Deposit amounts are 1/3 of the total cost for the party based on the approximate count and the package you are wanting. The deposit payment will be applied to the final party balance.

- **For Business/Company party**, the deposit may be paid by company check, Mastercard, Visa, American Express or Discover debit/credit card.

PAYMENT:

- **Business/company parties** are to pay the party balance ten days prior to the party date. The party balance, based on your guaranteed count, may be paid with a company check or credit/debit card at this time. Companies may pay by Mastercard, Visa, AMEX, Discover credit/debit cards. When you begin your party event, you will have a zero balance.
- NOTE: Payments and deposits will be applied to the party bill.



CHECK-IN: Green Tree Staff will be checking in party guests for your party. If the number of party guests exceeds your guaranteed count, you will be charged for the additional guests.

CLEAN UP: Parties are requested to please put trash in trash receptacles and to leave the picnic area in good condition.

PARKING: There are two areas in which party attendees may park.

POOL SAFETY PROCEDURE: Red wristbands are available to party sponsors who would like to identify any guest who cannot swim or is a poor swimmer using the adult pool. Children who cannot swim are to be supervised by an adult. **Note: Any child with a flotation device must have a parent or assigned adult either in the pool or sitting very close outside the pool from him or her.**

CANCELLATION POLICY: In case of inclement weather, parties may reschedule to an open date during the same year party season. Party deposits and payments **WILL NOT** be carried over to the next year. ***NOTE: Cancellation request must be received in writing. ALL party payments and deposits are NON- REFUNDABLE.***

**VEHICLES ARE NOT ALLOWED ON CLUB GROUNDS. NO EXCEPTIONS!
THANK YOU! WE APPRECIATE YOUR BUSINESS!**