



**KWAJALEIN SCUBA CLUB**  
**P.O. BOX 1344**  
**APO, AP 96555**

## **KSC CLUBHOUSE USAGE AGREEMENT**

The following are the terms and conditions for use of the KSC Clubhouse, i.e. Pacific Club facility for a private function not directly sponsored by the Kwajalein Scuba Club – KSC/Kwajalein Atoll International Sportfishing Club - KAISC.

Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Event POC: \_\_\_\_\_ Usage Fee: \_\_\_\_\_

A user fee (\$25.00, \$50.00, or \$100.00\*\*) and \$50.00 deposit is required. Deposit will be returned after all of the following conditions have been met and checked off by a member of the KSC Executive Board, or the KAISC Executive Board.

- Rental period is noon on the day of the event until noon the day after the event unless prior arrangements have been made with KSC/KAISC rep** \_\_\_\_\_
- Trash has been picked up** \_\_\_\_\_
- Trash bags have been removed from trash containers and put in the dumpster** \_\_\_\_\_
- Patio has been left clean** \_\_\_\_\_
- Kitchen has been left clean** \_\_\_\_\_
- No damage has been done to the facility** \_\_\_\_\_
- Picnic tables have been returned to original location under patio cover** \_\_\_\_\_
- All keys are returned to KSC/KAISC rep** \_\_\_\_\_
- All staples and tacks have been removed** \_\_\_\_\_

NOTE: Nails cannot be used to fasten materials(s) to facility and/or picnic tables – nails must not be put into any part of the structure for any purpose. Staples and/or tacks may be used **as long as they are removed.**

Usage Acknowledgement:

I have read and agree to the above mentioned conditions and will forfeit my deposit if these conditions are not met and signed off by a member of the KSC/KAISC Executive Board.

Monies Received: Amount \_\_\_\_\_ Date: \_\_\_\_\_

Signature, KSC/KAISC Rep.: \_\_\_\_\_

Deposit Monies returned to event POC: Amount \_\_\_\_\_ Date: \_\_\_\_\_

Signature, Event POC: \_\_\_\_\_

\*\*\*KSC Clubhouse Usage Fees

\$25.00 – KSC/KAISC Members using facility strictly for private gatherings, i.e., birthday parties, graduation, etc. Facility must be rented by KSC/KAISC member for his/her private function. KSC/KAISC member may not rent facility on behalf of a non-KSC/KAISC member.

\$50.00 – Kwajalein Community members, private organizations and businesses using the facility for the purpose of sponsoring a non-profit event, i.e. club meeting, social gathering, company party, etc.

\$100.00 – Kwajalein Community members, private organizations and businesses using the facility for the purpose of generating revenue from private, company sponsored or government sponsored events.