



# 2021 Contract

## Group Events Policies & Procedures

1. Group Event fees are:
  - a. \$200 (group size 1-12)
  - b. \$300 (group size 13-24)
  - c. Due to the ongoing COVID-19 pandemic, we practice social distancing according to CDC guidance. If you have a larger group size, consider splitting into 2 groups for 2 different events.
2. The fee reserves the green/rinks for 2 hours and includes lawn bowling equipment and club member volunteers to instruct and oversee your event.
3. The event will be booked once a deposit of \$100 is paid and the signed Agreement (page 3) is received. The balance is due 7 days prior to the event.
4. Parking is available in the parking lot and on the street adjacent to the greens. Parking is usually plentiful, but there are times (special events at Lake Park) when parking may be limited or not available. If you cannot find parking within Lake Park, you may have to park on the streets in the neighborhood outside the park and walk a few blocks to the greens. Please obey all parking signs/markings or you may be ticketed.
5. Public restroom facilities are available in the lower level of the neighboring Pavilion.
6. Picnic tables (4), benches (40), and chairs (20) are available for use by your group. If these are not sufficient to meet your needs, you may supply additional tables and chairs. These must be removed within 1 hour of the event end time.
7. Electricity - A limited number of electrical outlets are located inside of the clubhouse.
8. Water - We have an irrigation system to water the greens, but the clubhouse does not have plumbing.
9. MLPLBA does not sell food or beverage. If your group desires food and/or beverage at your event, you must supply your own.
  - a. MLPLBA is not responsible for making arrangements with vendors/caterers.

- b. Many groups choose to have their event catered by Lake Park Bistro, conveniently located next to the greens.  
<https://www.bartolottas.com/catering/venues/lake-park-bistro>
10. Footwear - Shoes with heels (any size) are not allowed. These damage the grass playing surface. Guests must wear soft, flat-soled shoes on the greens. Barefoot is another option.
  11. Clothing - Dress for comfort, keeping in mind delivering a lawn bowl requires you to bend over and take a lunge-type step. Traditional white clothing is optional.
  12. Sun protection is strongly encouraged, i.e. hats/visors, sunglasses, sunscreen.
  13. Cancellation/Refunds
    - a. If the event is cancelled due to inclement weather, as determined by MLPLBA, the entire amount paid will be refunded.
    - b. If the event is cancelled for any other reason >24 hours before the event start time, the amount paid less the \$100 deposit will be refunded.
    - c. If the event is cancelled for any other reason <24 hours before the event start time, there will be no refund.
  14. MLPLBA reserves the right to ask Guest(s) to leave the premises for disruptive behavior or destruction of the clubhouse, greens, or property.
  15. Guest(s) agree(s) to indemnify, defend, and hold harmless MLPLBA from and against all loss or expense including costs and reasonable attorney's fees and/or liability for damages for personal injury and property damage to the extent caused by any negligent or willful act or omission of Guest(s).
  16. Your contact person(s) for the event is:
    - Anna Witt
    - 1700 Village Green Ct
    - Elm Grove, WI 53122
  
    - (414) 238-8408
    - annamwitt23@gmail.com



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## Group Events Agreement

Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Event Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Number of Guests: \_\_\_\_\_ Preferred bowling format:  Tournament  Social

Will the event be catered?  Yes, name of Caterer \_\_\_\_\_  
 No

Will additional tables/chairs be needed?  Yes, name of Vendor \_\_\_\_\_  
 No

Other Information about the event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby certify that I am an authorized representative of the above named organization and that the information included on this form is true to the best of my knowledge. I agree to be bound by the policies and procedures (pages 1 and 2) of this contract.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_