

# Riviera Community Club

## *Policy and Procedure*

Adm	B 215	Private Use of Amenities				
Department	Number	Title				
Philip L. Ronning			7/01/24			
Approved by	Signature	Board approval or N/A	Reviewed initial and date			

### **Policy**

1. Members and civic organizations are allowed to utilize RCC amenities for private events upon consent of the General Manager.
2. Private events may not bar other Members from utilizing the amenity at the same time without the written consent of the General Manager.
3. The amenity must be clean and restored to its pre-vent condition. Failure to do so will result in a fine and a cleaning fee.

### **Procedure**

1. Contact the Administrative office to request use of the amenity for a specific date.