

- It is the member's responsibility to inform the Sky Cub staff that they are finishing up the party; however, the hired Sky Club staff member will appear and gently remind the member of the party's upcoming end time 10 minutes prior to scheduled reservation end time.
- All decorations used in the lounge must be pre-approved with a Sky Club Manager before the start of the event. Decorations cannot be attached to the walls (wall paper or wood), ceiling, window dressings, light fixtures, light shades or outside of the lounge in any way. Tape cannot be used at any time. Candles (with the exception of LED candles) are prohibited.
- If an event in either lounge is a children's party, there must be at least 2 adults present at all times during the event.
- Live bands and DJs are not allowed in either lounge.
- Music must be kept to an acceptable level considering that there are apartments next to and below the lounges. The Sky Club staff will determine an appropriate volume.
- The number of people allowed in either lounge cannot exceed the maximum allowed by law: Sunset Lounge on the 57th floor – 48 people, Sunrise lounge on the 58th floor – 37 inside and 10 on the outside decks.
- A guest list must be provided to the Sky Club staff upon reservation.
- Before each event, a Sky Club staff member will perform a pre-event inspection. At the end of each event, the employee will perform a post-event inspection, making note of any damage to the room. Both the Resident and the Sky Club employee should sign these inspection sheets. Any costs associated with damage repairs will be deducted from the security deposit. If damages exceed the security deposit the additional amount will be added to the monthly maintenance statement for the Resident's apartment.
- Lounge Reservation Cancellation Policy- Should you need to cancel your reservation, you are required to provide building management with written notice. Cancellation of an event at either the Sunset or Sunrise Lounge is subject to the following fees: \$0 if made 14 days or more prior to the event date; 50% of the rental fee if cancelled between 7-13 days prior to the event date; and 100% of the rental fee if cancelled fewer than 7 days prior to the event.
- The space that is being rented is the lounge only. Guests of the party are not allowed in any other part of the Sky Club.
- The Billiards table cannot be moved.
- Furniture cannot be moved out of the lounge at any time. Tables and chairs are available subject to prior reservation and availability.

I have read and I understand the Sky Club Rules and Regulations and agree to follow them as set forth.

Resident Signature _____ Date _____

Manager _____ Date _____

Party Date _____ Party Time _____