

**Sportsmen Yacht Club**  
**Member's Contract for Use of Facilities**

1. Verify with Commodore the date you want is available.
2. Read, complete, and sign this form.
3. **Host member's fees and dues must be paid to date.**
4. Attach a check for **\$300.00**
5. Place this form and check in **Rear Commodore Neal Draper's mail box #71.**
6. Applicant will appear before Board at next scheduled meeting or on specific date as agreed.

**Date** of this Application: \_\_\_\_\_

Is this event intended to be a **surprise** for a Club member? Yes \_\_\_\_\_ No \_\_\_\_\_

**The following rules are in effect:**

1. Parties of 25 persons or more must be pre-approved by the Board of Directors. An **advance** deposit of \$300.00 must accompany this request for use of the Clubhouse. If the facilities (Clubhouse and Club grounds) are left in clean undamaged condition, \$100.00 will be refunded and the remaining \$200.00 will be non-refundable to cover utilities, garbage disposal and other Club expenses. Parties held outside where the upper deck of the Clubhouse is not used do not require the \$300.00 deposit.
2. Host member is to arrange for clean up **immediately after** the event is over. All trash is to be placed in the Club dumpster or taken off grounds. **All recycle to be put outside in blue bins.**
3. Host member is responsible for **registering all guests** in the Club Registry and shall be held responsible for their guests' actions. Children must be under adult supervision at all times. Children under the age of 13 are not allowed in the berth areas or on the docks unless accompanied by an adult and they are wearing coast guard approved life jackets.
4. **It is the host member's responsibility to arrange for bartender(s) for the event.** Only Regular/Family/Associate Club members are allowed to be behind the Club bar. Non-members are not allowed behind the bar at any time.
5. The **Bar Manager** must be contacted by the host member and notified of the date and time of the function to ensure the bar has been set up with beverages and money to be used for change. Bar event prices will be in effect during the time of the event. **Member is responsible for stocking bar before and after event.**
6. All liquor laws, ABC regulations, Club rules and regulations must be **strictly** adhered to.
7. **No candles or open flames permitted anywhere on the Club grounds.**
8. **Member to furnish all paper/plastic products needed for event.**

Host member is responsible for hired persons and/or guests. Host member (or another Club member who is equally knowledgeable regarding details of the event) must be on the premises and available at all times while hired persons and/or guests are on the Club grounds.

### Parties Held Indoors

1. Main galley must be clean with all dishes and/or cookware returned to the proper cabinets/storage areas. Stove must be cleaned and sinks must be clean and free of debris.
2. Tables must be wiped clean and returned to the standard configuration used for regular Club events. Chairs must be placed around the tables or on top of tables per request.
3. Linen tablecloths and napkins (if owned by the Club) must be laundered, folded, and returned to their proper storage place. Instructions for proper laundering are posted in laundry room.
4. Floors must be swept and obvious food or drink spills must be cleaned up.
5. Bar area, used during the party, must be cleaned. Glassware must be washed and returned to racks.
6. All decorations must be removed and properly disposed.
7. **All garbage must be taken to the dumpster or taken off grounds.** Garbage containers should have new liners placed in them. **All recycle bins should be dumped into blue bins outside.**

### Parties at the BBQ Area

1. **Garbage & recycle bins** must be emptied and all debris must be cleaned up and properly disposed.
2. Guests are not to use the upper deck facilities.

Requesting Sportsmen Y C member's name: \_\_\_\_\_

Contact Telephone # \_\_\_\_\_

Date of event: \_\_\_\_\_ Type of event: \_\_\_\_\_

Time the Facilities will be in use (may include prep time IF available):

Date(s) \_\_\_\_\_ Time \_\_\_\_\_

Date(s) \_\_\_\_\_ Time \_\_\_\_\_

Number of people **invited**/expected for this event: \_\_\_\_\_ **Maximum is 175 persons**

**Date Deposit received:** \_\_\_\_\_ **check #/date reimbursement** \_\_\_\_\_

**Reason for non-refund of deposit (if applicable)** \_\_\_\_\_

\_\_\_\_\_  
**Requesting Club Member's signature**

\_\_\_\_\_  
**Date of Board Approval**

**Bartenders assigned** \_\_\_\_\_

**OD assigned to be on duty:** \_\_\_\_\_