

## ESCANABA YACHT CLUB RENTAL POLICY

1. Any EYC member may use the Clubhouse without prior permission at any time other than during a scheduled event. The schedule will be printed in the *Bay Breeze*, available at the EYC website, and posted on the door of the Clubhouse.
2. Any member may use the Clubhouse with as many as 20 nonmembers without paying the rental fee. However, other EYC members cannot be denied use of the Clubhouse during that time.
3. The Clubhouse is available for rent by both members and nonmembers. A rental will not be placed on the schedule until the renter has completed and returned the rental application and liability forms, proof of insurance, and payment of the rental fee and security deposit to the rental chairperson.
4. No rentals shall be approved for any calendar year until January 1 of that year.
5. The rental season begins after the spring cleanup in May and ends with the last club event in October. The three summer holiday weekends are reserved for members and club events unless permission is granted by the Board of Directors.
6. Beginning in 2013, there shall be no rentals between July 1 - August 15 each year except upon Board approval. The Board will make approvals for any approved rentals during that period of time by April 1 of that year.
7. In order to lessen the inconvenience to members caused by clubhouse rentals, there will be no rentals on consecutive days or consecutive weekends.
8. Only non-commercial and non-political events are allowed.
9. Alcohol may be served, but never sold during a rental. Alcohol is not allowed to be consumed by anyone under the age of 21, and alcohol is not allowed at high-school graduation events.
10. Live music and use of tents must be approved by the rental chairperson.
11. Time limits for any rental are from 8:00 a.m. on the day of the event until 11:00 p.m. on the same day. This follows the City of Escanaba policy stating no noise in the harbor area or Ludington Park after 11:00 p.m.

12. **If additional set-up time is required prior to the scheduled event, there will be an additional charge of \$100.00 per day as long as EYC members can use the Clubhouse during the set up. If EYC members cannot use the Clubhouse during the set up, the additional charge will be \$300.00 per day.**
13. **Clean up of the Clubhouse must be completed by 10:00 a.m. the day following the event or the security deposit will be forfeited.**
14. **Clean up includes the washing and putting away of all dishes, glasses, cups, and silverware; cleaning counter tops, stoves, sinks, refrigerator, and bathrooms; and sweeping, mopping and vacuuming the floors. Trash must be removed to an appropriate receptacle.**
15. **The EYC will provide dishtowels, soap, paper products and restroom supplies. The renter is responsible for laundering and returning dishtowels within 48 hours of the rental.**
16. **One check is required for the rental fee of \$300.00 plus the charge for additional set up time, and another check in the amount of \$100.00 is required for the security deposit.**
17. **A cancellation fee of \$150.00 will be charged with a 3-week notice, \$200.00 with a 2-week notice, and \$300.00 thereafter. The renter may choose whether the check for the security deposit is returned or voided after inspection of the Clubhouse by the rental chairperson.**
18. **If tents are used, additional time will be allowed for their installation and removal without additional charges. If tents are used, an adequate number of port-a-potties must be provided.**
19. **Contact Roxanne Branson at 280-0859 for reservations.**
20. **During inclement weather, if no events are scheduled, members are encouraged to invite transient boaters to relax and enjoy our clubhouse.**

Revised 04/10/2012

**ESCANABA YACHT CLUB**

Renter Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Type of Event \_\_\_\_\_

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

Number of People Attending \_\_\_\_\_

Insurance Company \_\_\_\_\_

Rental fee **\$300.00**

Additional set-up day with EYC members **ALLOWED**  
to use the Clubhouse **100.00**

OR

Additional set-up day with EYC members **NOT ALLOWED**  
to use the Clubhouse **300.00**

Security/Clean Up Deposit **100.00**

Total Enclosed **\$**\_\_\_\_\_

(Please send **SEPARATE CHECKS** so security deposit can be returned)

Make checks payable to: **ESCANABA YACHT CLUB** and mail to:

**Roxanne Branson  
1616 12th Avenue South  
Escanaba, MI 49829  
906-280-0859**

**Complete form and return with (2) checks to insure date. Please review our rental policy (enclosed). Any questions, please call 280-0859.**

**Roxanne Branson**