



## Fayerweather Yacht Club Request for Use of the Penfield Room

Member's Name \_\_\_\_\_ Application Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

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

Date of Affair \_\_\_\_\_ Day of week \_\_\_\_\_ Time From \_\_\_\_\_ To \_\_\_\_\_

Number of People expected \_\_\_\_\_ (**100 Max**) Note: 45 or more requires a private bar

Detailed Description of Event \_\_\_\_\_

Application Received by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### **Facilities Requested:**

( ) **Penfield Room:** \$300.00 ( **\$412.50 ~ See 'Hardship'** ) *Includes non-exclusive use of dance floor, but not the upper deck, bar or outside deck.*

( ) **Side Yard:** *Nonexclusive use.* Outside set up is limited to 48 hours before and 48 hours after event and subject to approval.

( ) **Kitchen:** \$75.00 **Note:** Club members are allowed use of sinks and ranges only! **No caterers are allowed in kitchen** due to contract restrictions. No use of Club utensils or other equipment is permitted.

( ) **Private Bar:** \$14.00 per hour.  
Service Hours Desired – From \_\_\_\_\_ to \_\_\_\_\_ Cash Bar ( ) Open Bar ( )

**Note:** 1 hour set up and 1 hour clean up will be added in addition to your service hours. Bartender charge is based on number of guests stated on this application or the number actually in attendance, whichever is larger. **If the number of guests exceeds 44, the charge will be applied for a minimum of 4 hours at the current rate whether or not a bartender has been present.**

### **Security Deposit:**

A TWO HUNDRED FIFTY DOLLAR (\$250.00) DEPOSIT (member check only) is required from the member with this application. **Deposit cannot be used toward any fees.** The bartender on duty must sign this application after the affair stating that the premises and grounds have been left in satisfactory condition. After the affair, and upon satisfaction of this agreement, the deposit check will be returned to the member. If there are any concerns, the check will be deposited and the Vice Commodore will decide what portion of the deposit, if any, is returned. Any cancellation made less than two weeks prior to the affair will result in forfeiture of the total deposit.

**AGREEMENT**

I understand that **I must be present before any preparation may begin and be present during the entire affair. No preparation may begin before 4 PM (5 PM on Sunday)**. I understand that I am renting the exclusive use of the Penfield Room only and that my guests and I must respect the rights of the members of the club who may be present before, during and after my affair. I understand that the individuals attending this affair will be considered my guests and I am responsible for the behavior of each and every one of my guests while on the premises. I agree that all children are to be supervised at all times and are not permitted to roam freely. No children under 12 are permitted on the dock without adult supervision, and any such child must wear a life jacket.

I understand and agree that every one of my adult guests (over the age of 21) **MUST BE SIGNED IN** during the period they are on Club premises. It is understood and agreed that I and my guests must comply with all CT Dept. of Liquor Regulations as well as all By-Laws and House Rules of Fayerweather Yacht Club. I understand that the rental is for a private party only and that any other type of event must be specifically approved by the Board of Governors. I agree that I am solely responsible for the condition of the Club during and after my affair and that I must remove all decorations and trash and leave the premises in the same or better condition than it was when I arrived.

**I have read and agree to all the above conditions.**

Member's Signature \_\_\_\_\_

**GUARANTY**

In consideration for the permission granted me to utilize the Penfield Room, I hereby guarantee performance of all the terms of this Agreement, and also guarantee prompt payment for any expense or damage incurred as a result of my or my guests' use of Club premises. I hereby indemnify and hold the Club harmless for any damage, injuries or other expenses incurred as a result of my use of the Penfield Room or any other part of the property pursuant to this Agreement. I understand that failure to abide by the terms of this Agreement or Guaranty may subject me to dismissal from the Club. In the event Fayerweather Yacht Club is obligated to hire legal counsel to enforce any of the terms of this agreement, I agree to pay all the expenses incurred therewith.

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

\_\_\_\_\_  
Guarantor (member's signature)

Applications will be reviewed at the first meeting of the Board of Governors (the 4<sup>th</sup> Monday of each month) after the date the application is received. Applicants will be notified in writing.

**HARDSHIP**

**Applicants requiring approval prior to the next monthly BOG meeting will be charged a 50% premium in the amount of \$337.50**

BOG signatures for hardship approval (5 required)

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

(4) \_\_\_\_\_ (5) \_\_\_\_\_

**The premises have been left in satisfactory condition (Bartender's signature) \_\_\_\_\_**