

Bay of Quinte Yacht Club – Rental Agreement

This Agreement is between the Bay of Quinte Yacht Club (BQYC) and _____ for the use of the Facilities on (date) _____. The rental charges are itemized on the attached Fee Schedule. A security deposit of \$300 is required upon the signing of the lease; this deposit will be returned within 14 days, only after the building, its contents and grounds have been inspected by a BQYC representative. If any additional cleaning, repair or replacement of BQYC property is required, or if any other additional charges apply, the appropriate amount will be withheld from the security deposit. If the security deposit will not cover the additional work or costs involved, then the renter remains responsible for the additional expenses. The total rental amount including the security deposit is due in full 48 hours prior to the event being held.

No alcoholic beverages shall be brought into BQYC by the renter or guests. This is a violation of the Liquor License Act. Failure to observe this regulation will result in the forfeiture of the Security Deposit.

Cancellation: If the renter notifies the BQYC Rental Representative **in person, by mail, e-mail or phone** of cancellation at least 14 calendar days before the rental date, the renter will receive a full refund (less a \$50.00 Administration Fee). Cancellations received less than 14 calendar days before the rental date will be subject to a fee of \$150 to be deducted from the security deposit. **A message left on the answering machine is not sufficient notice of cancellation.**

The renter shall be responsible to BQYC for all damages to the building or equipment and shall indemnify and save harmless BQYC from any claim whatsoever by or in respect of any person or persons. The renter shall be responsible for the conduct of all persons admitted to the Club's facilities and grounds. BQYC will not be responsible for personal injuries or damages, or for the loss or theft of items or equipment of the renter or of anyone in attendance.

Renter Name (Please Print) _____

Mailing Address _____

Phone: (cell): _____ (work) _____

(home): _____ Email: _____

Renter Signature _____

Bay of Quinte Yacht Club Rental Representative: Name _____

Phone: _____ Email _____

Signature _____ Date _____

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Terms and Conditions

General Conditions:

- **Maximum capacity for guests in the hall is 96.**
- For compliance to Fire Regulations the capacity of the hall inclusive of kitchen staff, servers, musicians and bar staff **must never exceed 106.**
- Decorations and personal property must be removed and the premises vacated **no later** than 45 Minutes after Bar closing.

Smoking areas:

- Smoking is only permitted on the lawn area outside of the rear of the building. Smoking is **not** permitted on the covered deck or outside the front of the building.

Set up and Decorations:

- Set up and decorating is permitted for a maximum of 3 hours on the day of the event or the previous evening if the hall is available. Charge of \$15 per hour for over 3 hours if available.
- All decorations must be approved by a BQYC representative. Confetti type materials are prohibited on BQYC property.
- Decorations are **not** permitted in the bar area.
- Club pictures, flags etc **cannot** be moved or removed.
- Decorations must be removed by the end of the event.

Bar Facilities:

- Bar facilities are open to renters free of charge during regular Club Bar hours.
- For events outside of regular Club Bar hours, bar staff charges will apply at an additional hourly rate.
- For events with more than 50 attendees, BQYC will provide an extra member of bar staff - charged at an additional hourly rate – minimum of 3 hours.
- Only BQYC bar staff are permitted to serve alcohol.
- The Bar area does **not** form part of the rented facilities under this agreement and will remain accessible to BQYC club members. Decorations are not permitted in the bar area.
- Any children under the age of 14 years are not permitted in the bar area unless accompanied by an adult (age of Majority).
- Alcohol must be consumed within the licensed areas of the Club only. i.e the main hall, the bar area, the Deck and Patio. Alcohol is **not** permitted in the auxiliary room adjacent to the main hall or the kitchen.
- **No alcoholic beverages shall be brought into BQYC by the renter or guests. This is a violation of the Liquor License Act. Failure to observe this regulation will result in the forfeiture of the Security Deposit.**

Kitchen:

- If requested the renter may have use of the major kitchen appliances – stoves, dishwasher etc at an additional charge.
- The appliances and kitchen in general must be left in the same condition as found at the end of the event.

BBQ:

- BBQ's can be rented a charge per each BBQ required. The renter is required to leave the BBQ's in the same condition as found at the end of the event.

Auxiliary Room:

- If requested, the renter may have access to the use the Auxiliary room adjacent to the main hall at an additional charge. The Auxiliary room may be used for temporary storage or for serving (e.g. buffet) or staging food. The room may **not** be used for the preparation of any food.

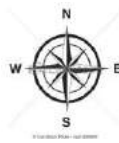
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Room Set Up Diagram

Name: _____ Date of Event _____ Time of Event: _____ to _____

Tables: # Round _____ # Rectangular _____ # Chairs _____

Other
(Please
List)



PA System ↑

Auxiliary Room ↑

Kitchen ↑

Fireplace

To Foyer ↑

To Lounge →

Fire Exit ↓

Patio Door ↓

Deck ↓

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Order Details

Bar: Yes _____ No _____ Open from _____ to _____

Type of Bar: Cash _____ Charge* _____ Charge Limit: _____

Wine – see Attached List for Wines Available - Prices are available from the BQYC representative (15% gratuity will be applied).

No Homemade Beer, Wine or Liquor To Be Allowed On The Premises.

*All bar charges must be settled at the end of the event before leaving BQYC premises.

Brand	# of bottles	Unit Price	Total Cost

Equipment Required*:

Tables	Chairs	Wine Glasses	Kitchen	Dinnerware Cutlery	Other (PA System, Screen, Overhead etc)

*Please complete attached room set up diagram

Notes:

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WINE MENU

Pricing available from your BQYC Rental Representative

White

Bottle

Yellow Tail Chardonnay (Australia)

Argento Pinot Grigio (Italy)

Two Oceans Sauvignon Blanc (South Africa)

Reisling

Seasonal Special

Red

Yellow Tail Shiraz (Australia)

Folonari Valpolicella (Italy)

Cliff 79 Cabernet-Shiraz (Southern Australia)

Castillo de Almansa Tempranillo (Spain)

Sandbanks Baco Noir

Seasonal Special
