

## Marquette Yacht Club Rental Policy

The Marquette Yacht Club (MYC) grounds are available for rental by Regular and Joint Members only. A written request for events larger than 15 people will be submitted to the MYC Board detailing the nature of the event, estimated attendance, and time the Club is needed. Approval or denial of the request will be determined by the MYC board. Care will be exercised so that the informal friendly nature of the club is not compromised. The event cannot infringe on the use of the clubhouse or grounds by the membership, though members are encouraged to be respectful and give the participants fair space. The renter is responsible for prompt clean up and restoration afterwards.

No fee will be charged for small informal gatherings involving 15 people or less. An application is not necessary, but permission should be requested from the MYC Board, and logged on to the club calendar to ensure there are no conflicts.

Requests to host private events involving more than 15 people will be considered by the board if the applicant has been a member for at least 1 ½ seasons prior to submitting a request. The process to apply for a permit is as follows:

- Download the application/agreement from the MYC website or request a copy from the MYC Secretary,
- Fill out the top application portion of the form with event details and submit to the MYC Secretary,
- The MYC Board will review an application within 14 days, and if approved will return a draft permit to the applicant with the Club's portion filled out,
- The draft agreement must be signed and returned to the club secretary with the date reservation fee.
- The event agreement will be signed by a MYC board officer and returned to the applicant.
- Security deposit, rental fees, and insurance requirements are listed below:

Number of people	Min. Rental Fee	Date Reservation Fee (non-refundable)	Security deposit	Formal application	Insurance
1-15	none	None	none	No. Informal request only	Not required
16-50	\$100	\$20	\$100	Yes, submit 30 days prior to event	Submit proof at least 14 days prior to event
51-100	\$200	\$30	\$250	Yes, submit 30 days prior to event	Submit proof at least 14 days prior to event
More than 100	\$500	\$50	\$500	Yes, submit 60 days prior to event	Submit proof at least 14 days prior to event

- The non-refundable date reservation fee will be applied toward the rental fee if the event is held.
- The balance of the rental fee (rental fee – reservation fee), security deposit, and proof of insurance (if required) are due within 14 days of the event.
- The security deposit is fully refundable when the club determines cleanup was sufficient and there is no damage or loss to facilities.
- Cost may be greater depending on event details.

- Only one event greater than 15 people per year per member will be approved.
- The MYC will only permit large events (>100) during non-holiday weekends and will approve no more than 3 per year.
- Additional details on rental requirements are noted on the rental application/agreement form.
- Insurance coverage must list the MYC as an additional insured with minimum coverage of \$1,000,000.

The Board may approve community service events and community fund raising events with the rental fee and conditions determined on a case-by-case basis. Events for Club associated entities (e.g., MJYC, Ensign Fleet, Laser Fleet) will be considered separate from these rules and will normally not involve a fee.

Rental requests received from non-members will not be considered and commercial events will not be approved. A commercial event is defined as one where an event organizer hosts the event as a business venture for personal gain.