



ROCK HALL YACHT CLUB

22759 McKinleyville Road, PO Box 317, Rock Hall, MD 21661
410-639-2182

www.RockHallyachtClub.org

RENTAL AGREEMENT & CONTRACT

Information Sheet

(Renter)

Name of Responsible Party: _____

Mailing Address: _____

Daytime Phone: _____ Home Phone: _____

E-mail Address: _____

Rental Date: _____ Time From: _____ To: _____

Type of Event: _____ Estimated Attendance: _____

List Rental Equipment to be brought on site: _____

Type of Bar Service: _____ No Bar Service _____ Cash Bar _____ Open Bar

Limited Bar Service: _____ Wine & Beer _____ Wine Only _____ Beer Only

Special Beverage Requests: _____

Name of Caterer: _____ RHYC _____ Other Name: _____

Caterer's Phone: _____

Insurance Certificate Received?: Yes / No Date Received: _____

NOTE: A \$3 per plate charge is due when RHYC kitchen is not used for catering the event.

- \$500.00 deposit is required on open bar
- 50% deposit on food due 7 (seven) days prior to event date
- 50% deposit on all special order beverages due 7 (seven) days prior to event
- All other monies owed will be billed within 3 (three) working days after event
- A credit card must be held until final payment is received

Initials _____ / _____



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RENTAL AGREEMENT & CONTRACT Rental Fee Worksheet

Please check ALL boxes that apply, and show extended cost for each item checked in the column to the right

		Extended Amount
Facility Rental (2 hours to up to 5 hours)		
<input type="checkbox"/> Member	\$ 200.00	_____
<input type="checkbox"/> Non-Member	\$ 300.00	_____
Short Term Rentals (Up to 2 hours)		
<input type="checkbox"/> Member	\$ 100.00	_____
<input type="checkbox"/> Non-Member	\$ 150.00	_____
Additional Facilities and Services		
<input type="checkbox"/> Kitchen	\$ 100.00	_____
<input type="checkbox"/> Use of RHYC Utensils, Plates, Serving Items (Includes RHYC staff Dishwasher)	\$ 85.00	_____
Bar Service		
<input type="checkbox"/> Bartenders	Number _____ x \$18/hr x _____ hours	_____
(2 bartenders required for over 35 guests)		
Other Services		
<input type="checkbox"/> Specify _____		

Total Estimated Fee _____

Note: Estimated Fee does not include the following charges:

- Bar Beverage Cost
- Sales Tax
- Gratuity
- Cleanup costs and damage repair if necessary

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RENTAL AGREEMENT & CONTRACT **Terms and Conditions**

Agreement

The undersigned (hereinafter referred to as "Renting Party") making application to the Rock Hall Yacht Club, Inc. (hereinafter referred to as "Club") agrees to the following terms and conditions:

1. The Renting Party will comply with all laws, rules, and regulations of the federal, State, County, and Local authorities. Renting Party agrees to be responsible for any and all penalties imposed upon the Club as stated in these provisions.
2. Non-Member renters must obtain signature of RHYC Member Sponsor.
3. The Renting Party agrees not to hold the Club, its agents, servants, and/or employees responsible for loss, damage or injury incurred due to, or alleged to be due to, the negligence of Renting Party, Renting Party's officers, agents, contractors, or employees during Renting Party's use of the Club. The Renting Party will be responsible for any and all damages to the Club, its facilities and grounds caused by the Renting Party.
4. RHYC, as an alcoholic beverage licensee, is solely responsible for the sale and service of all alcoholic beverages on the property. Any alcoholic beverages served at the Event must be supplied by RHYC and dispensed only by RHYC servers and bartenders. The Club will require proper identification (photo ID) of any person of questionable age and refuse service to any person who, in the Club's judgment, appears to be intoxicated. Fees for Bar Service appear on the attached Table of Fees. Beverage prices are per the RHYC price list for drinks current at the time of the event.
5. Renting Party agrees to deposit all trash accumulated by the Renting Party in the Club's on site dumpster.
6. Payment of the "Facility Rental Fee" Or "Short Term Rental fee," whichever applies, is required to reserve any date. This payment/deposit is non-refundable.
7. Renting Party understands that all of the interior spaces, including rest rooms and bath house at the Club are non-Smoking areas, and the Renting Party agrees to prohibit smoking in these areas.
8. The Renting Party must make its own catering arrangements, subject to the approval of RHYC. Billing from and payment to the caterer will *not* be through RHYC Caterers must provide a copy of their business license and proof of Worker's Compensation and Liability coverage at least seven days prior to the Event.
9. Renting Party agrees that use of the Club's facilities will be limited to the day of the event between the hours listed on the agreement. Delivery of rental supplies and necessary equipment, decorating, setting-up, and all preliminary activities may be accomplished the day before rental of the Club for the event, only with the approval of the Rental Agent, so long as the regularly scheduled use of the Club by members is not inhibited or interfered with.
10. The Club is not responsible for any set up or cleanup for any reason.
11. Renting Party agrees that all clean-up must be done immediately following the event. Removal of all rental supplies and equipment will be accomplished by 10 a.m. of the day following the event. If Renting Party fails to leave the Club in the same condition as it was found, Renting Party agrees to pay all costs for cleanup and/or repairs.
12. Renting Party understands and agrees that rental of the Club does not constitute exclusive use. The Club's bar, pool, and grounds will remain open for the use of Members at all times.
13. Renting Party may not use staple guns, nails, tacks, or any other fastener that will damage or deface Club equipment or property, for hanging or fastening decorations, signs, or other items anywhere on RHYC premises.
14. Renting Party agrees to be solely responsible for the condition of all rental supplies and equipment, while these items are on Club premises.
15. The Club will not accept any liability for rental equipment used, left, or abandoned on Club premises.
16. Force Majeure. The RHYC shall not be responsible for any cancellation or disruption of the Event caused by an electrical or mechanical malfunction, natural disaster, civil disturbance or other circumstances beyond the reasonable control of the Club.

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17. This agreement includes the following documents:
- a. Page 1 of 4, Rock Hall Yacht Club Rental Information Sheet
 - b. Page 2 of 4, Rock Hall Yacht Club Rental Fee Worksheet
 - c. Page 3 and 4 of 4 – RHYC Rental Agreement and Contract - Terms and Conditions

The below signature indicates acceptance of all conditions and terms of this rental contract.

_____	_____	_____
Signature of renting party or agent	Print Name	Date
_____	_____	_____
Signature of RHYC Member Sponsor	Print Name	Date
_____	_____	_____
Signature of RHYC Club Manager	Print Name	Date

RHYC Office Use Only

Rental Contract Closeout

(To be completed after the rental event)

A. Deposit (Credit to total)	\$ _____	(Facility/Short Term Rental Fee) _____
B. Total Estimated Fee	\$ _____	(From Rental Fee Worksheet)
C. Bar Beverage Total	\$ _____	
D. 9% MD Sales Tax on Bar Total	\$ _____	(Item C multiplied by 0.09)
E. 18% Gratuity	\$ _____	(Item C multiplied by 0.18)
F. Damage Repair and/or Clean-up Charge	\$ _____	
Balance Due	\$ _____	
FINAL PAYMENT Date _____	\$ _____	Method of payment _____

RHYC Manager or Rental Agent

RHYC Officer

Initials _____ / _____