

# TYC Club Rental Policy

The club will be rented to regular and associate members only who have been club members for at least one year. The member must be personally present on the premises for the entire duration of the event, and is responsible for the closing of the clubhouse at the end of the event.

The rental event must be a bona fide personal or business event of which the member him or herself is the actual host. Members are not permitted to rent the club for an event hosted by a business associate or a friend or relative, however, close. The following are general guidelines.

- Social events: a member may host an event that, in the judgment of the Board, he or she would be likely to hold in his own home, such as a birthday party, wedding reception, etc. for a close relative, but not for a friend or business associate.
- Nonprofit rentals: a member may host an event for a nonprofit group or social club of which he or she is a member.
- Business rentals: a member may host a business event for a business or group in which he or she plays a significant part, but not for a group over which he or she would not have authority.

The Board may also from time to time authorize the non rental use of the club for worthy community groups or community related events, e.g. Paradise Cay Homeowners Association, Marin County Sheriff's Neighborhood Watch Meetings, etc. The judgment of the Board with respect to this determination shall be final.

All rental applications must be presented to the TYC Board for approval. Given the monthly scheduling of board meetings and other requirements these requests must be received no less than 60 days prior to the event.

The club will only be rented at times when there is no conflict with scheduled club activities. Therefore, no reservations will be accepted for a calendar year until the calendar of events for that year has been determined by the Board.

Members renting the club will be required to sign a rental contract and will incur the following charges:

## Full-day Rental (4 or more hours)

- Full Day Rental charge of \$600
- Refundable damage deposit of \$500
- Cleaning charge (equal to the fee for cleaning at the time the rental contract is signed. That fee is currently \$150).
- Discount of 20% off full day rental charge if no food or beverages are to be consumed.

## Short-term Hourly Rental (2-3 hours)

- Monday thru Thursday (non-Holiday) \$75 per hour
- Friday thru Sunday \$150 per hour
- Minimum rental charge: 2 hours (including setup and cleanup)
- Refundable damage deposit of \$500
- Cleaning charge equal to the fee for cleaning at the time of event. Currently \$150.
- Discount of 20% off hourly rate if no food or beverages are consumed

## Deposits and Fees are payable as follows:

- On application: \$500, which will serve as a returnable damage deposit, for a full-day or hourly rental.
- On approval of the event by the Board and signing of the rental contract: Rental fee and cleaning fee.

## Fees are chargeable and refundable as follows:

- The full cleaning fee is charged if the event takes place. Costs of actual damages and excess cleaning fees will be deducted from the damage deposit. If damages exceed the amount of the deposit, the member will be liable for the difference.
- The damage deposit and cleaning fee are fully refundable if the rental is canceled.
- The rental fee will be 100% refundable if the event is canceled more than 30 days prior to the scheduled rental date and 50% refundable if it is canceled 30 days or less prior to the scheduled rental date.

Renters shall have the following service choices:

Bar:

1. Use the Club's bar at the posted TYC prices, provided that Renter can recruit the necessary MEMBER bartender(s) who are not otherwise invited to the event. A list of all guests must be placed in the guest book prior to the event and all non-member and member guests must wear name tags..
2. Renter may serve alcoholic beverages, which must be purchased from the Club's stores, at the event (and will designate a specific person over the age of 21 to act as bartender). Renter must assume full responsibility for compliance with and enforcement of all State Alcohol Beverage Control laws, including, but not limited to, the requirements that no one under 21 drinks or serves, and a list of all guests must be placed in the guest book prior to the event.
3. Hire a catering service approved by the Board that holds a valid caterer's liquor license and will provide a bartender service to provide and/or serve liquor. The caterer must present a signed (original signature) License Action Request to the State Alcoholic Beverage control authority in Santa Rosa, requesting that TYC's liquor license be "surrendered" for a period of 24 hours on the day of the event. The ABC must receive this request no less than 21 days in advance of the event and day of surrender.
4. Renter is personally liable for operating the bar in accordance with TYC House Rules and State law and liquor regulations.

Food Service:

1. Bring in their own food, and cook and serve it themselves; or
2. Hire a professional caterer approved by the Board to provide, cook and serve food.

On Fridays and Saturdays, renters are permitted on the club premises between the hours of 10:00 a.m. and 1:00 a.m. only. Weekdays renters are permitted on the club premises between the hours of 9:00 a.m. and 10 p.m. only. Amplified music (including live band, stereo/juke box, DJ, etc.) is not allowed on the deck at any time and is not allowed in the clubhouse after 12:00 a.m. In consideration of neighbors and in accordance with County ordinance, no loud or unusual noise is permitted that carries beyond club premises at any time. Club doors should be closed after 10:00 p.m. Any fines imposed by authorities for noise violations are the responsibility of renter.

The member renting the club is personally responsible for insuring that all TYC House Rules are followed including but not limited to those listed below. The member is personally liable for operating the bar in accordance with TYC house rules and state law and liquor regulations and in the rental agreement shall indemnify and hold harmless TYC and its officers for any consequences resulting from violations thereof.

- The renter must be present, and is responsible to the Club for the conduct of his/her guests and for any debts and obligations to the Club that they incur.
- The renter will be responsible for the safety of his or her guests and to see that children are properly supervised to assure their safety. Unless supervised by an adult, children under the age of fifteen (15) years are not permitted in the clubhouse.
- TYC is not responsible for the loss or damage to the personal property of members, their families or guests.
- Animals are not permitted inside the clubhouse or on the deck, except those required for the handicapped or law enforcement.
- Smoking is prohibited inside the clubhouse. Cigarette butts must be placed in sand buckets on deck.
- Securing any material directly on walls or visible surface area of ceiling beams is prohibited except as expressly described in the rental agreement or authorized by the Rental Manager.
- The member is responsible to leave the club reasonably clean. Tables and chairs put away, all dishes and glasses washed. Any food and debris removed from carpet. All garbage must be placed in locked Club garbage enclosure.