



## **Club Rental Policy**

- 1) In addition to the terms and conditions set forth herein, all rentals of the Club facilities shall be subject to such rules and regulations as may be promulgated from time to time by the Board of Governors, the House Committee or its representative.
- 2) The Rear Commodore shall have the authority to rent the Club facilities between October 15 and May 15. All other dates must have written approval from the Board of Governors.
- 3) The Club and its facilities may be rented only to members and their families or to outside Groups specifically sponsored by a member on a one-time basis. The member shall be responsible for any and all charges which have not been paid by the Group.
- 4) Areas available to be rented on the Club premises include the hall, the galley, the bar, and the reception area. The Senior Lounge shall not be rented at any time without specific approval by the Board of Governors.
- 5) A deposit of fifty percent (50%) of the rental fee is required with the application. Once the application is approved, the deposit shall become non-refundable, provided, however one-half of the deposit shall be refundable if the event is canceled at least sixty (60) days prior to the reserved date, or if the cancellation is the result of an Act of God and no extraordinary expenses have been incurred by the Club. The balance of the rental fee shall be billed after the event. The Group and the Member hereby indemnify and hold the Club harmless from and against any and all loss, cost, damage or expense, including reasonable attorney's fees, incurred or suffered on account of the acts, conducts, or emissions of the Group and the guests of the Group.
- 6) All "outside help" such as caterers, bands or orchestras, florists, decorators, waiters, waitresses, cooks, parking attendants, and other professions suppliers of services are subject to approval by the Club management.  
Caterers must:
  - a) Meet with the Club Management at least fourteen (14) days prior to the event to provide the manager with any and all plans for the event.
  - b) Provide a current copy of its Rhode Island Department of Health license (which shall be displayed by the Caterer during the event).
  - c) Set up for the event no earlier than four (4) hours prior to the event.

- d) Provide or make arrangements for the provision of all china, glassware, linens, cooking utensils, coffee pots, etc.
- e) Leave the galley clean, including scouring all sinks, stoves, countertops and refrigeration, and mopping the floor.
- f) Remove all trash from the club.
- g) Present evidence of insurance for general liability and products liability (providing for the Group as an additional insured on the date of the event).
- 7) The club reserves the right to require an off-duty police officer or security person (at the expense of the Group).
- 8) The manner of hanging or attaching any decorations must be approved by Club Management. Every consideration for fire safety and prevention shall be exercised. All balloons shall be removed from the Club at the conclusion of the event.
- 9) No propane or candles shall be permitted in the Club.
- 10) Non-members shall be prohibited from walking on Club floats and ramps.
- 11) All alcoholic beverages must be purchased from the Club. There will be only one Bar, which will be staffed at the discretion of the Club with adequate bartenders to properly service the expected attendants. Patrons of the event will not be permitted to bring their own supplies thereto. This prohibition includes alcoholic beverages brought as favors. If beverages are not paid for when served, a Service Charge of 15% will automatically be added to the bill. In accordance with Rhode Island State Law and the Club's Alcohol Awareness Policy, no alcohol may be purchased or served to anyone under the age of 21. The Club and its employees reserve the right to refuse anyone believed to be intoxicated. In accordance with the terms of the Club's liquor license, alcoholic beverages must be consumed on and not removed from the premises. No alcoholic beverages shall be sold or served after 12:30 AM nor before 6:00AM, Monday through Saturday. No alcoholic beverages shall be sold or served after 12:30 AM nor before 12:00 noon on Sundays. In no event shall the Club remain open after 1:00 AM.

### **Club Rental Fees**

Please contact the club management or the Rear Commodore for more information on fees.