



Catalina Island Yacht Club

CLUB HOUSE RENTAL

Type of Event:

Date of Event:

Number of Expected Guests:

Requests for use of the Clubhouse for special events can be made under the following categories:

Host: A member who conducts and assumes responsibility for an event at the club that is not an official club event.

Sponsor: A member who assumes responsibility for a special event at the club that is conducted by a nonmember.

Organization: (e.g. a local civic or governmental group.) A Contact Representative assumes responsibility for event. Please select the above category under which you are

Select Category: Host Sponsor Organization

Name of Host/Sponsor/Organization:

Contact Address:

Is your event sponsored by a member for a non-member? Yes No

Venue Fees Approved by the CIYC Board of Directors:

FUNCTION TIME VENUE FEES*

Breakfast (3 hours)	0900-1200	\$500.00 an hour
Luncheon (3 hours)	1200-1600	\$500.00 an hour
Brunch (3 hours)	1100-1400	\$500.00 an hour
Dinner (4 hours)	1700-2300	\$500.00 an hour
Full Day	0900-2100	\$5,000.00 a day
Cocktails only	3 hr. minimum (Time TBD)	\$250.00 an hour

*Please inquire about CIYC member, reciprocal and nonprofit venue fees. Venue Fees do not include complimentary setup and breakdown times which can be established with management in advance. The Club books events for three (3) hour breakfast, lunch, brunch, and cocktail and four (4) hour dinner periods. Functions wishing to extend specified times must make arrangements with the Club in advance. There will be a \$500.00 per hour (or any portion of) charge for additional time.

Services

Sundries Usage Fee (i.e. silverware, dishes, stemware, napkins, salt & pepper shakers etc.)
\$1 per guest per hour.

Bar Service	(1 bartender for every 25 guests) Per bartender, per hour	\$35.00
Linen Service	Per round/rectangular	\$10
Set-Up/Serving/Cleanup (during event) (1 cleanup person for every 25 guests)	Per person, per hour	\$25

Services Requested:

Bar Service (3 hour minimum, 2 bartenders for 26 or more guests)

Table Set-Up

Linen Service

Serving / Cleanup Service

Other

A refundable security deposit (see General Information and Conditions for Special Event Use) of \$500.00 and service fees are required 20 days prior to the event. Fees and conditions are subject to change without notice. All deposits should be sent to Catalina Island Yacht Club - Attention: Manager - to the P.O. Box listed below.

I/we hereby acknowledge that I/we have fully read, understand and agree to the “CIYC General Information and Conditions for Special Event Use” prior to submittal of this Application to the CIYC Board of Directors and I/we agree to host, sponsor or oversee this event.

Full Name:

Email Address:

Phone:

Signature: