

NEW HAMBURG YACHT CLUB HALL RENTAL AGREEMENT 2024

Greg Freeman, Rental Representative 845-625-4364 (c) gregfreeman262@gmail.com
Neil Colello, Bar Chair 845-702-6270 (c) neil.colello@gmail.com
Jim Carroll, Cleaning Chair 845-475-4957 (c) jdc Carroll133@gmail.com

All rentals for the club hall must be arranged through the rental representative, who will confirm the date and clarify the rental agreement as needed. All arrangements for alcohol must be made through the Bar Chair or their designee. Arrangement must be made by the responsible club member or spouse, contacting the club representatives through e-mail, text or telephone.

1. **Responsibility:** The club rents to NHYC members only. The member must be present at the rental for the entire duration of the rental, and at any other rental related activity (set-up, clean-up, decorating, etc.). The NHYC member assumes complete responsibility for their guests and all property and equipment.
2. **Availability:** Offseason, the club is available for rentals every day except when the club has scheduled events or activities. Between Memorial and Labor Day, the club is not available Thursday - Sunday. Please see the web site calendars or contact the rental representative.
3. **Agreement & costs:** Receipt of a signed rental agreement is required for all private functions at the club. In addition, the rental requires a **\$300** rental payment and a **\$500** security deposit, in two separate checks (waived for funeral receptions). The deposit is fully refundable following the rental with sufficient cleanup as directed below. Checks must be made out to "**NHYC Properties, INC.**"
4. **Time:** The rental enables use for the day, including setup and takedown, and must conclude by 10:00pm. Provide an approximate time of the event so that members may be aware.
5. **Parking:** Inform guests not to block mailboxes or driveways in the neighborhood, and park on one side of the street only.
6. **Cleaning:** Please reach out to the cleaning chair one week ahead of the event to coordinate relative to your setup time and other prior club activities. After the rental, the club member renting the hall is responsible to immediately clean the facilities. If there are damages to the club and/or facilities, if items are lost or stolen, or if the hall is not cleaned and returned to satisfactory condition, the security deposit, or part of it, will be forfeited. If the facilities are found to be in acceptable condition, your security check will be returned immediately.
7. **Alcohol:** No alcoholic beverages may be brought on to the premises for a club rental. There are NO EXCEPTIONS to this rule. Alcoholic beverages may not be served to minors. There are a variety of options for alcohol setup and staffing. Note that the club requires a guest list to comply with state recommendations. The Alcohol agreement (on page 2) must be returned to show the responsible club member recognizes these rules. Contact the bar chair to discuss details at least TWO WEEKS prior to your event to arrange details.
8. **Additional Limitations:** The NHYC member renting the facilities is responsible to ensure guests adhere to the following rules:
 - 57 guest maximum with tables / chairs, 100 guest maximum with chairs auditorium-style.
 - Rental is only the hall – not the grounds or the bar area. The rental includes potential shared use of the kitchen, grounds and bar areas. After obtaining drinks from the bar, guests must return promptly to the rental area.
 - No music is allowed outdoors. DJ's and bands are prohibited. Music in the rental hall is limited to low volume, as not to impact other areas of the club.
 - Guests are not permitted on the dock system
 - No use of tape, tacks, or pushpins is allowed in decorating.

General agreement - I have read the NHYC rental agreement, and agree to the conditions outlined therein. I also agree that the \$500 deposit will be forfeited upon violation of the agreement (as recommended by the rental chair and agreed by the board).

Member Name _____

Phone: (_____) _____ Email: _____

Event Date _____ Approximate time of event _____ to _____

Type of event (i.e. shower, anniversary party, etc.) _____

Approximate guest count / range: _____ (max 57 with tables / chairs)

Will there be alcohol at the event? Circle: **Yes / No / Not sure yet**
If "Yes" or "not sure" – please fill in the Alcohol agreement below

Member Signature _____ Date _____

Alcohol agreement - please fill in if alcohol is (or may be) requested

Please note that outside alcohol is not permitted at NHYC rentals.

The club is accommodating to your needs and costs are reasonable. A specific cocktail or beverage can be arranged. Service can include drinks only, or a bartender can be arranged for a reasonable fee.

Please contact bar chair Neil Colello (845-702-6270 neil.colello@gmail.com) for options.

The member is responsible for guests adhering to the rules. Please acknowledge responsibility by **checking each item below**

___ No alcohol will be brought to the NHYC for this event

___ Guests will be informed not to bring alcohol to NHYC

___ Minors will not be provided alcohol at the NHYC

___ Guests will be informed not to congregate in the bar area (this is shared with members)

___ A list of attendees will be provided to the bar chair

___ The bar chair will be contacted at least 2 weeks before the event to arrange details

Member Signature _____ Date _____

Return this page and checks to Greg Freeman:

1 Water St, New Hamburg NY 12590. (in postal mail or mailbox)

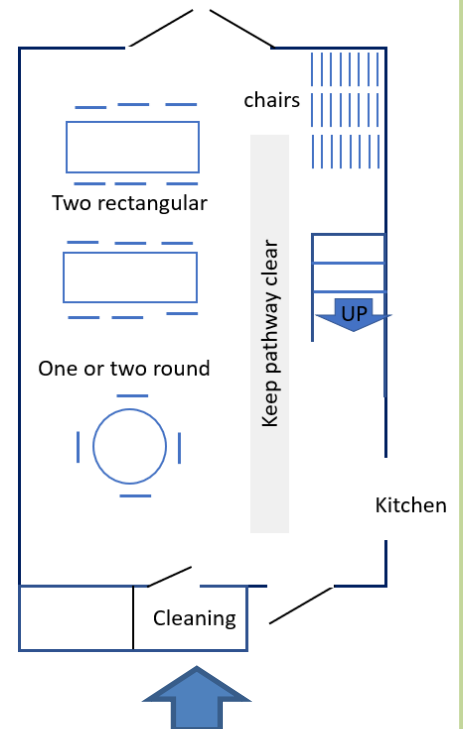
Include two checks to NHYC Properties, INC.: (\$300 rental fee and \$500 deposit.)

Cleaning Checklist:

The following is a checklist required of renters for the cleaning process. Refund of deposit is pending inspection by a club officer or rental representative.

- Empty garbage cans into dumpster & recycle into blue recycle cans outside. New bags are in the cleaning closet***
- Place tables and chairs according to map to the right. Additional tables are placed under the outside stairway.**
- Sweep and mop floors. Equipment is in the cleaning closet***

* The cleaning closet is adjacent to the rental hall near the front entrance



- Three tables with chairs
- Remaining chairs under bulletin board or between south windows.