



Snug Harbor Clubhouse Reservation Form

Procedure:

1. **Contact Ginger Mendoza, 305.799.1215 or snugharborclubhouse@gmail.com for confirmation of availability and pricing.**
2. **Complete Clubhouse Reservation Form.**
3. **Make check payable to Snug Harbor Yacht Club, Inc. and return reservation form and check to: Ginger Mendoza, 31 SE Harbor Point Drive, Stuart, FL 34996. The reservation is not complete until the reservation form and check has been provided to Ginger Mendoza.**

Member's Name (Print) _____

Use of Clubhouse is requested on (date) _____ From _____ To _____

Number of Guests: (Fees are based on the number of Guests and are charged for each day of use.
Payment must be received a minimum of 7 days prior to the event and is non-refundable at that point:

No. of Persons	Fee per day
0 – 25	N/C, as long as no food/drink/alcohol
0 – 25	With Food or alcohol \$50.00
26-100 Maximum	\$150.00

*Clubhouse may be used for meetings, card games, book clubs at no charge as per above instructions.

General Rules and Information:

All members in good standing (dues and assessments paid) may use the clubhouse or sponsor use by non-members or non-member organizations. The maximum capacity per event is 100 people. Decorations may not be attached to walls or ceiling fixtures. Furniture or other materials may not be removed from the clubhouse. The tennis/pickle ball courts cannot be reserved and are on a first-come/first-serve basis. The courts can only be used for a maximum of 90 minutes if other players are waiting to play. See General Rules.

_____ I agree to be in attendance at all times, whether private or non-member sponsored events.

_____ I agree to be responsible for operating the security gate and opening/locking the clubhouse door.

_____ I agree to be personally liable for all attendees' actions and accept responsibility for repairing any damage to the building and/or furnishings and replacing any missing items.

_____I agree that any third-party vendor serving my event (caterer, bartender, entertainment) will provide a certificate of insurance naming Snug Harbor Yacht Club, Inc. as Additional Insured, delivered to the Clubhouse Manager before the event.

_____I agree to remove all decorations, clean and vacuum the clubhouse, and take home all trash within 12 hours following the use of the facility. Please do not attach decorations to walls or ceiling fixtures and do not remove furniture and other materials from the clubhouse.

_____I agree to hold Snug Harbor Yacht Club, Inc., harmless from any loss, or damage to personal property or for any personal injury.

EVENTS WITH/AND WITHOUT ALCOHOL:

When a member reserves the clubhouse or any common area for a private event (and/or) alcohol is served or otherwise made available, the member must provide the Association with proof of a one-time Special Event Liability insurance policy, including a rider for Host Liquor Liability of at least \$1,000,000. Snug Harbor Yacht Club, Inc., must be shown as an Additional Insured and certificate must be provided to the Clubhouse Chair in advance of the event.

The common areas of Snug Harbor are private and are provided for the use and enjoyment of members and their accompanied guests. They are not open to the public. Members are expected to supervise their guests and make sure guests know and follow the Association's Rules. If a member's or their guest's negligence causes the Association to incur loss, expense, or potential liability, Section 15 of the Declaration requires the member to reimburse the Association for all out-of-pocket expenses and attorney's fees – expressly including any fines or increase in insurance premium costs- within thirty (30) days of written demand.

Use of the common areas and their facilities is at each user's own risk as to the ordinary risks inherent in the activity. Members and their guests are expected to use the facilities safely and with reasonable care for themselves and others.

Reservation Form must be signed by all parties with ownership of the member unit/address:

Member Signature_____ Date_____

Member Signature_____ Date_____

Member Signature_____ Date_____