

RESERVATION FORM FOR FACILITY USE

SLYC CLUB MEMBER'S NAME

APPLICATION DATE

TELEPHONE: DAY#

EVENING#

Email Address

EVENT INFORMATION

Date of Event

Nature of event

Number of Attendees		
13-24	25-49	50-75

Day of Event

Family or non-family use

Time From:

If not family, please explain member's association

Time To:

Will Galley Be used?

Will professional cleaning service be used?

Will Alcohol be served?

If cleaning service is not used, explain how cleanup will be performed

Will the club bar be used?

Board Member Name:

if so, a BoD member must be present

Comments:

** If alcohol will be served, indicate beginning and ending times:

Beginning time:

Ending time:

Do you need tablecloths?

Do you plan on using Club's paper products?

PLEASE NOTE THE FOLLOWING RULES

1. This Application shall be submitted to the Rear Commodore at least two weeks prior to the next scheduled Board meeting; member need not be present. You do not have a confirmed reservation until the Board grants it. Rear Commodore does not have the authority to reserve or grant approval.
2. RULES GOVERNING THE USE OF THE SAN LUIS YACHT Club is located at the end of the SLYC directory--and is attached to this form. Please use them as a guide for your event. A Completion Checklist is also attached for completion at end of event.
3. IF ALCOHOL IS BEING SERVED: The ATF Mandates and is a condition of our liquor license that the following be observed:
 - a. **Registration:** All persons must sign the register and wear a name badge prior to alcohol service.
 - b. **Minors may not be served or sit at the bar** while alcohol is being served.
 - c. **Absolutely no alcohol may leave the premises!** To ensure that this practice is kept, no drinks of any kind (including non-alcoholic) should leave the clubhouse once served.
4. Dues Paid? Please record Volunteer dates **completed** and/or **scheduled:**

		Date	Date
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5. Reservation fee & Cleaning deposit fee checks attached to application? Yes No

My signature below acknowledges that I have read and understand the rules governing use of the San Luis Yacht Club.

Any questions regarding use should be directed to the Rear Commodore. See web site (officers page) or front of Member Directory for contact information.

Member's Signature:

Date:

Rear Commodore/designee

Date:

Signature.

- SLYC BOARD USE -

MEMBER COMMITMENTS:

Dues Paid?

Volunteer Dates(s) completed/Scheduled:

Date

Date

Reservation Fee

Cleaning Fee Deposit (separate check)

Reservation Check #

Cleaning Deposit check #