

# 2022 – Petpeswick Yacht Club Rental Agreement

Name
Address
Telephone
Email
Date of Event
Type of Event

Larger celebrations and events are priced below. Prices for smaller events are based on purpose of the event and on hours of usage along with sanitization / garbage removal costs.

Item	Cost per item	Cost
PYC Member Rate	\$225.00	
PYC Non-Member Rate	\$325.00	
Previous Night Set-up	\$50.00	
Liquor License (SOL4)	\$62.30	
SOCAN (band without dancing)	\$33.99	
SOCAN (band with dancing)	\$68.04	
Re-sound DJ (without dancing)	\$13.30+\$33.99	
Re-sound DJ (with dancing)	\$26.63+\$68.04	
Sanitization	\$100.00	
Bartending	\$13.50 / hour x 2	
Limited amounts of table wine can only be purchased via PYC. The regular price for the wine of your choice will be marked up by 10% by PYC to cover administration and transportation costs. For example: a wine that sells for \$15 will be marked up to \$16.50		
Equipment	No required	Cost
Wine glasses	\$.30 x	
Tablecloths	\$3.00 x	
Chair Covers	\$.75 x	
Chafing Dishes	\$10.00 x	
Refundable Deposit –\$250.00 – Submit with booking. May be refunded in whole or in part.		
<b>Date of deposit:</b>		
<b>Payment Agreement</b>		
Payment for <i>known items</i> must be made 6 weeks prior to the event.		
Amount due for this contract at 6 weeks is:		
	<b>Amount</b>	<b>Date to be paid</b>

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## Definitions and Conditions of Agreement

**Rental Rates:** Celebrations and events requiring booking of the clubhouse for a full day into the evening (typically on a Friday, Saturday, or Sunday) usually require the clubhouse to be available for setup the evening before and cleanup after the event. The base prices for these events are \$325 for non-members and \$225 for members (plus \$50 for setup the evening before if the clubhouse is available). Celebrations and events that are smaller in nature are priced depending on the nature of the event (e.g., any full kitchen and / or bar usage) and the number of hours the clubhouse is occupied with setup, the event itself, and cleanup. The price per hour is \$25-50 per hour with some room for negotiation. It is important to note that the premises must be vacated and fully cleaned at the end of each event, and this can only be put off till the next morning if the clubhouse is scheduled to be vacant the next morning. Additionally, as is the case with larger events, smaller events will involve having to pay professional sanitization fees of \$100 levied as decided at the time of rental.

**Refundable Deposit:** For larger celebrations, a \$250 deposit is required to reserve the clubhouse and to help cover unknown expenses that occur after the payment for known costs is made six weeks prior to the event. For example, the deposit may be used to cover such things as extra hours of bartending, damages, or extra cleanup / garbage removal costs. The unused portion of the deposit will be refunded upon request. In the event of a cancellation, the \$250 deposit can be refunded only where cancellation of the event is communicated to the PYC Hall Rental Chairperson in writing three full months prior to the event. Thereafter, the deposit is forfeited as it will be difficult for PYC to replace the event booking at such a late date.

**Liquor License:** Alcohol and Gaming Commission law states that PYC must obtain a Special Occasions License 4 (SOL4) (charge is \$62.30) on behalf of the event owner for all non-PYC events on our premises that involve the serving and consumption of alcohol. Alcoholic beverages must be purchased and served from the PYC bar and must be consumed in the clubhouse or on the deck, not on any other location on the property. Bringing alcoholic beverages to PYC from outside and consuming them in any place on the property (outside of the clubhouse and deck) is not permissible. Failure to abide by this law will result in penalties that will be taken from the refundable deposit.

**Table Wine:** In keeping with the Special Occasions License (SOL4), limited quantities of table wine for celebratory toasts may be purchased through PYC. An estimate of what will be required is made (and paid) at the time of payment (6 weeks prior to the event). At least 4 weeks prior to the event, actual wine choices must be made and communicated to the PYC Hall Rental

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Chairperson. The wine chosen by the event owner will be priced at the regular LCBO price plus 10% to cover purchase and transportation costs.

**Smoking:** No smoking is permitted in the clubhouse or on the deck. When smoking outside the clubhouse and deck area, butts and spent matches are to be placed in the containers provided.

**Bartenders:** The fee charged to event owners for bartending is slightly above minimum wage, \$13.50 per hour. Normally only one bartender is required but, at the time of this writing, COVID-19 restrictions require that there be a minimum of one bartender behind the counter and one bartender-server. An estimate of the bartending that will be required is made (and paid) at the time of payment (6 weeks prior to the event). Over or under utilization of the bartending is handled through the refundable deposit.

**Sanitization:** Going forward, due to the COVID-19 pandemic, which has forever changed how we do things, professional sanitization of the kitchen and washrooms is now required after every event (charge is \$100). This cleaning is over and above the cleanup that the event owner is obliged to carry out themselves each day, which will leave the clubhouse in the same clean and orderly condition in which they found it.

**Garbage:** When event owners arrive at the PYC, they will find blue boxes in which they can leave “refundable containers” and there is a green compost bin outside the kitchen door for **food waste only**. All other refuse from the kitchen, main clubhouse and washrooms is garbage and must be removed from the premises. If the event is small and only a couple of garbage bags are filled, these may be left in the wooden box at the top of the driveway, **but this is only acceptable if the bags are few enough or small enough that the wooden box can be closed tightly over them**. Any garbage more than this amount must be removed from the property by the event owner, else a charge of \$50 will be made against the refundable deposit.

**Damage:** Event owners are required to leave PYC furniture and equipment in the same condition they found it. If workers or servicers must be brought in to restore order and cleanliness or if PYC property or equipment is damaged, a charge will be made against the refundable deposit and, if serious damage occurs, extra billing may result.

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**Tables and Chairs:** When event owners arrive at PYC, tables and chairs will be sanitized, stacked on dollies, and placed against the wall. If the setup for the event does not require all the tables and chairs, PYC permits them to be removed to the deck where they are to be placed on a tarp and then covered with another tarp to protect them. Following the event, all the tables and chairs must be wiped clean, stacked, and returned to the dollies (14 chairs maximum on one dolly), and the dollies are then to be rolled to where they were located upon arrival. Dishes and utensils are to be washed and returned to the cupboards. The kitchen is to be cleaned and left looking as it did upon arrival. Floors are to be swept and any obvious spills mopped up.

**The Stage:** The stage is made up of 9 or 10 sections. Renters are free to configure it in any way they choose. The extra pieces (if any) may be stored outside with the extra tables and chairs on a tarp and covered by another tarp until cleanup time when the unused sections are to be returned to their initial location.

**Decorations:** No pins, staples, tacks, or tape may be used anywhere on the clubhouse walls ceilings and no pictures, plaques, or fittings are to be removed. Ceiling decorations and streamers must be strung from paper clip hooks placed carefully in the joints of the ceiling tiles. All decorations are to be removed following the event during the cleanup.

At PYC, we want every celebration and event to be perfect in every way. Understanding and agreement with these definitions and conditions is key to ensuring that every event owner is as pleased and satisfied with the experience as the last.

**I have read and understand these definitions and conditions and agree to act in full accordance with them.**

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Signature

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Date