

# LAKE CHELAN BOATING CLUB

## CLUBHOUSE USE APPLICATION

(PLEASE PRINT LEGIBLY)

DATE(S) OF EVENT / FUNCTION: \_\_\_\_\_

NAME OF FUNCTION: \_\_\_\_\_

ESTIMATED TIMES: START \_\_\_\_\_ END \_\_\_\_\_

MEMBER WHO IS HOLDING OR SPONSORING EVENT: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

WILL ADDITIONAL BOAT CLUB MEMBERS BE ASKED TO ASSIST: YES  NO

IF ADDITIONAL MEMBERS WILL ASSIST PLEASE ATTACH A LIST OF WHO, HOW THEY WILL ASSIST AND WHEN THEY WILL ASSIST: \_\_\_\_\_

WILL IS EVENT GENERATE ANY REVENUES FOR THE BOAT CLUB OTHER THAN RENTAL FEES? \_\_\_\_\_

IF THIS IS THE CASE, PLEASE ATTACH REVENUE ESTIMATE: \_\_\_\_\_

WILL THIS EVENT GENERATE ANY EXPENSE FOR THE BOAT CLUB? \_\_\_\_\_

PLEASE ATTACH COST ESTIMATES IF THIS APPLIES \_\_\_\_\_

PLEASE NOTE TYPE OF FUNCTION YOU ARE HAVING:

- CLUB MEMBER PERSONAL USE EVENT - RENTAL FEES WAIVED FOR SMALL FUNCTIONS - PLEASE DONATE 8 ROLLS OF BATHROOM TISSUE AND 8 ROLLS OF PAPER TOWELS.
- USE OF TENTS - IN ADDITION TO CLUBHOUSE : FEE IS \$200 FOR BOTH TENTS (FOR SET UP AND TAKE DOWN). IN ADDITION, WE ASK FOR HELP IN SETTING UP AND TAKING DOWN
- GUEST SPONSORED EVENT - CLUBHOUSE RENTAL \$350.00 + \* \$200.00 REFUNDABLE DEPOSIT 2 (EACH) 20' X 20' PITCH TOP TENTS ARE ALSO AVAILABLE WITH RENTAL OF CLUBHOUSE.
- RENTAL FEE FOR THE TENTS - \$200.00 EACH, WITH A \$100 REFUNDABLE DEPOSIT  
PLEASE NOTE: DEPOSIT FEES ARE DUE WITH APPLICATION BEFORE YOUR EVENT. DEPOSITS ARE REFUNDED WHEN CLUBHOUSE AND OR TENTS ARE LEFT IN CLEAN AND UNDAMAGED CONDITION. IF FUNCTION IS CANCELLED LESS THAN 30 DAYS BEFORE THE DATE SCHEDULED, THE DEPOSIT IS NOT REFUNDABLE.
- FUNDRAISING EVENT - FEES ESTABLISHED ON CASE BY CASE BASIS

WILL ALCOHOL BE SERVED: YES  NO  - PLEASE NOTE: YOU MUST PURCHASE BANQUET PERMIT IF SERVING ALCOHOL

**\*\* PAID RENTERS NEED TO NAME THE LAKE CHELAN BOATING CLUB AS ADDITIONAL INSURED ON THEIR INSURANCE POLICY FOR THEIR EVENT SHOWING MILLION DOLLAR LIABILITY COVERAGE. TheEventHelper.com provides specialty insurance coverage for events at a reasonable rate.**

ALL MEMBERS AND GUESTS MUST ADHERE TO MANSON NOISE ORDINANCE LAW = NOISE CURFEW AFTER 1 0:00 PM

I HAVE READ THE LAKE CHELAN BOATING CLUBHOUSE OPERATING PROCEDURES AND HEREBY AGREE TO ABIDE BY THEM. I AGREE THAT I AM FULLY RESPONSIBLE FOR ANY DAMAGE DONE TO THE CLUBHOUSE, IT'S CONTENTS OR THE TENTS AND WILL BE HELD RESPONSIBLE TO REPLACE ITEMS AND/OR PAY TO HAVE DAMAGE REPAIRED.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE RETURN TO: LAKE CHELAN BOATING CLUB, Social Chair - P.O. BOX 325 - CHELAN, WA 98816

BOARD ACTION:  APPROVAL  DENIAL DATE \_\_\_\_\_

TREASURERS REPORT ONLY: EXPENSE RECEIPTS MUST BE ATTACHED:

RENTAL FEES PAID \$ \_\_\_\_\_ DATE \_\_\_\_\_ DEPOSIT(S) RECEIVED \$ \_\_\_\_\_ DATE \_\_\_\_\_ / REFUND \$ \_\_\_\_\_ DATE \_\_\_\_\_

REVENUES GENERATED: \$ \_\_\_\_\_ EXPENSES INCURRED \$ \_\_\_\_\_