



Mariposa Hunters Point Yacht Club

405 TERRY A. FRANCOIS BLVD. • SAN FRANCISCO • CA 94158
TEL: 415.495.9344 • WWW.MHPYC.CLUB

USE OF THE CLUB POLICY and APPLICATION

ONLY A MEMBER CAN APPLY FOR USE OF THE CLUB

**IF YOU WANT TO USE THE CLUB FOR A PRIVATE EVENT
THE RULES and POLICY ARE:**

#1 You must contact the Asst. Rear Commodore Leslie Sheppard (415-509-2238; sheppardmurphy@yahoo.com) for approval of the requested date before turning in the application and checks.

#2 A host of groups of 10-25 people MUST fill out this application form and turn it in to Leslie 5 days before the host wants to hold the event. There is no fee required for these small groups. You must clean up the club, galley, refrigerator, and leave no food on the premises, pursuant to Covid-19 Safety Protocols.

HOWEVER, For Fridays and Saturdays, LARGE groups, 26+attendees, have priority to use the Club. Asst. Rear Commodore Leslie Sheppard can grant a small group request if there is a last-minute cancellation by a reserved large group.

#3 For LARGE parties, if the host underestimates the number attending the event by 15% they will forfeit their security deposit.



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IF YOU WANT TO USE THE CLUB FOR A PRIVATE EVENT THE RULES and POLICY ARE:

- (1) Visiting groups of 25 people or under may NOT come into the club on Fridays and Saturdays unless the Rear Commodore has a last-minute cancellation of a private event. *(approved 10.5.22)*
- (2) Talk to the Rear Commodore or Assistant Rear Commodore to confirm the availability of the date you want (their phone #s and emails are posted on the bulletin board in the Club and on our website under “At the Helm”)
- (3) Fill out the application form and sign the Agreement. (NOTE: **ONLY a member in good standing can apply for use of the Club. (A member in good standing is current on dues).**)
- (4) Attach two checks: **The member applying for Use of the Club must personally pay the fee. A non-member cannot pay the fee. (Standing Rule 7/9/2003) ***
 - \$425.00 for the use of the club on Fridays and Saturdays, and
 - \$325.00 for the use of the club all other days *(effective 8/1/2015)*
 - \$250.00 for the security deposit/cleaning deposit *(Standing Rule 8/6//2015)*
- (5) Put the COMPLETED and SIGNED application and TWO CHECKS in the slot on the right lower side of the bulletin board or give it to the Bartender on duty
- (6) WAIT for the Rear Commodore to confirm your request, NO GUARANTEES
- (7) DO NOT WRITE ON THE WALL CALENDAR; only the Rear Commodore or Assistant Rear Commodore is allowed to write on that calendar.
- (8) ADMISSION FEES FOR YOUR EVENT ARE NOT ALLOWED TO BE CHARGED.
- (9) **NO ALCOHOL IS TO BE BROUGHT INTO THE CLUB** except by express approval of the Vice Commodore. **If wine or champagne is approved to be brought in then a corkage fee of \$10.00 must be paid for each bottle. No other spirits, hard liquor or beer is to be brought into the club.**

**If the event is for less than 25 people, the use of the club fees may be waived at the discretion of the Rear Commodore and/or his/her assistant.*



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USE OF THE CLUB POLICY AND RULES FOR MEMBERS

The Club shall be rented only to members in good standing for events for which the member hosts in person and is the signatory to the rental agreement. Except for reciprocating yacht clubs, there will be no non-member rentals.

The Mariposa Hunters Point Yacht Club Board of Directors may authorize the non-rental Use of the Club for worthy community groups or community-related events provided the renting party agrees to follow all Club rules and policies regarding Use of the Club.

QUALIFYING RENTALS

Any member in good standing may request use of the Club by completing and forwarding a Rental Application to the Rear Commodore. The rental must be for a bona fide personal event for which the member Renter is the host.

No one can confer the benefits of membership to a non-member.

Members are not permitted to rent (sponsor) the Club for an event hosted by a business associate, friend or relative, however close.

- **Social Events:** a member may host an event such as a boat christening, birthday party, wedding reception, etc. for a relative, friend or business associate.
- **Non-profit rentals:** a member may host an event for a non-profit company or social organization of which he or she is a current member.
- **Business rentals:** a member may host a business event for a business or group in which he or she has an interest, but not for a group or business in which the member has no direct affiliation.

RENTAL APPLICATION AND APPROVAL

All Rental Applications must be presented to the Rear Commodore for approval as defined in the Rental Application.

The Renter will acknowledge that he/she has read and understood the rules in the Club Rental Policy by signing and dating the Rental Application.

These "Use of the Club Policy and Rules for Members" will be attached to and made part of the Rental Application.

DECORATIONS FOR USE OF THE CLUB

The renter may decorate the club for their event BUT MAY NOT REMOVE CLUB PROPERTY FROM THE WALLS. All decorations must be removed at the end of the event and the club must be returned to its original condition.

EXCEPTIONS: The club always decorates for Halloween on October 1st and for Christmas on December 1st. THESE DECORATIONS ARE NOT TO BE REMOVED BY RENTERS FOR ANY REASON. If a renter books the club in either October or December, they must hold their event with the Clubs decorations intact.



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APPLICATION FOR USE OF CLUB FACILITIES

(Submit Application to Rear Commodore with two checks)

Date of event _____ Member making request _____
(Only a member can request use of the Club)

Member's Address _____ Phone _____

Time of event: From: _____ to: _____ Access for set-up: From: _____ to: _____

Nature of event: _____ Number of guests _____
(Birthday, wedding, farewell, etc) (Maximum 120 per fire code)

Use of galley? _____ Music? _____
(Band, disc-jockey, etc) (Yes/No)

Will you decorate? _____
(Yes/No- No taping or tacking on wallpaper or wood panels PLEASE)

ALCOHOL BEVERAGES: You may provide your own special alcoholic beverage only with the APPROVAL of the Vice Commodore. NOTE that any alcoholic beverage supplied by you (a) must not be regularly stocked by the Club, (b) must be dispensed by the Club, and (c) wine & champagne will be subject to a **CORKAGE CHARGE of \$10.00.** Indicate any other special requests below:

Special request _____

PAY IN FULL WITH APPLICATION

Payment may be in cash (request a receipt) or by the Member's check, and must accompany this application. **The fee for the Use of the Club is \$425 (Fridays, Saturdays effective 8.22.22) and \$325 (all other days). (Effective 8/1/2015.)**

A separate \$250 Security/Cleaning Deposit, paid in cash (request a receipt) or by the Member's check, is also required. If the Deposit is paid by a Member's check, it will not be deposited but will be held pending refund to the Member. The Security Deposit will be refunded unless the Club is damaged or extensive cleaning is required. The decision of the Rear Commodore is final in determining whether to refund the Security deposit.

I hereby apply to use the facilities of the Mariposa Hunter's Point Yacht Club of San Francisco. I acknowledge that I MUST BE PRESENT DURING THE ENTIRE EVENT, including set-up. I also acknowledge FINANCIAL RESPONSIBILITY for any damage to the Club facilities.

MEMBER _____
Signature Printed Name

Booking approved: _____
(Rear Commodore or designee) (Date)

Use fee received: _____ Deposit received: _____
(Check no. /receipt no.) (Check no. /receipt no.)

Deposit refunded: _____ (Check No.) (Date)



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RENTAL CONTRACT

I, _____ certify that I have agreed to rent the Mariposa Hunters' Point Yacht Club on _____ between the hours of _____ and _____.

I agree to abide by and enforce the rental conditions in this contract and to follow all Policy and Rules described in Use of the Club Policy and Rules for Members.

I also agree:

- To be present on the premises for the entire duration of the event, including set up and clean up
- The host or his/her representative must monitor the door to insure that only invited guests and members enter the Club during the event.
- Ensure that all food and garbage is placed in the MHPYC containers and emptied into the large containers outside of the club at the end of the event.
- **Remove all left-over food from the club and remove all personal property and decorations from the club at the end of the event.**
- **Ensure that NO ALCOHOL is brought into the Club, except wine or champagne IF approved by the Vice Commodore in advance and a corkage fee of \$10 is paid for each bottle.**
- Be liable for any damages that exceed the refundable \$250.00 security/cleaning deposit.
- Be liable for any cleaning costs that exceed the refundable \$250.00 security/cleaning deposit.
- Provide, if requested, a certificate of insurance showing evidence of coverage for this event and holding MHPYC and its offices and directors harmless for any liability or financial consequence that may arise out of my use of the MHPYC facility during my rental.
- Be responsible for the conduct and indebtedness of my Guests.
- Report use of controlled substances on the property to the bartender. Use of controlled substances will constitute immediate expulsion from the Club premises.
- **Ensure that all OUTDOOR band music/ DJ music/ CD music is turned off by 10:00 pm**
- **Ensure that all INDOOR music/ DJ music/ CD music is turned off by 11:00 pm**
- **Ensure that all guests leave the Club by Midnight.**
- **Understand that the rental fee will be forfeited if the event is canceled less than two weeks before the scheduled event date. (Policy approved by Board 2/10/2016)**

MHPYC agrees to:

- Advise Renter if insurance is required.
- Provide bartenders
- Inspect the facility before and after the event for cleanliness and damage.
- Fully refund the Security/Cleaning Fee Deposit if the rental is canceled.
- Refund the Security/Cleaning Fee Deposit should no damage occur.
- Refund any unused portion of the Security/Cleaning Fee Deposit.

Member/Renter: _____ Date: _____

Rear-Commodore/Designee: _____ Date: _____