**PYC EMAIL OUTING INFORMATION FORM**

**Please submit to the** **Commodore** **and the** **Treasurer**

**(not the Newsletter Editor)**

**Event:**Click or tap here to enter text. **Date:** Click or tap to enter a date.

**Hosts:** Click or tap here to enter text. **CoHosts:** Click or tap here to enter text.

**Raft Up: Yes** [ ]  **No** [ ]  **When:** Click or tap here to enter text.**Where:** Click or tap here to enter text.

**Meeting Place:**Click or tap here to enter text. **Social hour:** Click or tap here to enter text. **Mealtime:**Click or tap here to enter text.

**Meals Supplied by** Click or tap here to enter text. **Menu Choices:**

**1** Click or tap here to enter text. **2** Click or tap here to enter text.

**3** Click or tap here to enter text. **4** Click or tap here to enter text.

**5** Click or tap here to enter text. **6** Click or tap here to enter text.

**Cost Per Member:**Click or tap here to enter text. **Payment Due Date:** Click or tap to enter a date.

**Please estimate the cost to PYC (e.g., facility rental, food, decorations, etc.)**

**$** Click or tap here to enter text.**(Note that these expenditures must be approved**

**by the Commodore and/or the Board prior to making any commitment)**

**ITEMIZE:** Click or tap here to enter text.

**What attendees need or may want to bring:** Click or tap here to enter text.

**Any restrictions regarding attendees? (e.g., members only, limited to 40, etc.)**

Click or tap here to enter text.

**Other information:** Click or tap here to enter text.

PYC policies prohibit the club and/or hosts from furnishing alcohol at events

*Save this form to your computer, attach it to an email and send to Commodore.*

**HTML Adaptation: 12/2020**