



**Charleston Yacht Club**

17 Lockwood Drive  
 P.O. Box 20474  
 Charleston, SC 29413  
 843-722-4968  
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**NON-MEMBER RENTAL: DECK/PORCH CONTRACT**

Client: \_\_\_\_\_ Contact: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Event Date: \_\_\_\_\_

Time of Event: \_\_\_\_\_ Number of Guests: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Caterer: \_\_\_\_\_ Time of caterers arrival: \_\_\_\_\_

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 2010 between the Charleston Yacht Club, Inc., hereinafter referred to as LESSOR and \_\_\_\_\_, hereinafter referred to as LESSEE.

That the said LESSOR does hereby agree to lease on \_\_\_\_\_, that portion of its premise at 17 Lockwood Drive, Charleston, South Carolina as described as follows: The porch and deck ONLY for the following purpose;  
 \_\_\_\_\_.

Fees for the above mentioned spaced are as follows:

Personal activity or party by a non-member of the Charleston Yacht Club, Inc. LESSEE shall pay \$400 rental fee which includes use of our outdoor space ONLY, built-in outdoor bar, indoor restrooms (You may walk-through lobby if no other events. Must go through Junior Room if there is another event.), and outdoor grills (located on the porch).

A deposit of half the rental is required to reserve the above date along with a signed copy of this agreement. The remainder of the room rental is due thirty (30) days prior to the event.

- It is agreed that LESSEE will be responsible for any damage to Club property. A \$200 DAMAGE DEPOSIT IS REQUIRED THIRTY (30) DAYS PRIOR TO EVENT. This will be returned to the LESSEE within thirty (30) days after the function, providing no damages have occurred and all trash has been removed, rentals picked up, guests have obeyed all rules, and space in condition it was found prior to event beginning.
- LESSEE agrees to pay the sum of **\$200.00**, which is one half of the rental fee, as a refundable deposit at the time of the signing of this agreement. *This amount will be applied to the total amount of rental with the balance to be paid in full at least thirty (30) days prior to the event. The deposit is refundable only if the LESSOR must cancel the event for unexpected reasons.*

Acknowledgment and acceptance of the financial terms of this lease is understood and agreed to by:

Lessee Signature \_\_\_\_\_ Date \_\_\_\_\_

- It is agreed that the maximum capacity of 100 persons on the porch and deck (as prescribed by the fire marshal) will not be exceeded. Smoking is only allowed outdoors where smoking receptacles are placed.
- It is agreed that all member areas are not available for gathering of guests. This includes the second floor of the facility. The lobby is available for entering and exiting the building for restroom use only if there is no other event scheduled. Please have all guests arrive at the porch and deck from the side of the building (gate entrance) if there is another event that day. If there is no event, guests may enter through the lobby.
- It is agreed that the Charleston Yacht Club, at any time, may alter the look of the porch/deck.
- It is agreed that the rental period will not exceed a five (5) hour limit and must be concluded (including clean up) by the end of the five (5) hours or by 10pm Sunday-Thursday or 12am Friday-Saturday, whichever comes first.
- It is agreed LESSEE shall be allowed to set-up for the event at the time the business opens, for decoration and catering purposes, but not before 10am Monday-Friday or 11am Saturday-Sunday. Any additional hours will be charged a fee of \$100.00 an hour.

**Time Disclaimer**

The Lessee is responsible for informing all guests, caterers, florist, rental companies and others that are involved in the rental of the space, that the room is rented for a five (5) hour period. Once the Lessee, and members of the Lessee's party, including all aforementioned, exceed the time frame the lessee will be charged \$200.00 per hour after the first 15 minutes.

Time agreed upon \_\_\_\_\_ Event Date \_\_\_\_\_

Lessee Signature \_\_\_\_\_

- **It is agreed that LESSOR'S property will not be rented for money making functions and no selling of tickets or beverages will be allowed by the LESSEE or his representatives.**
- It is agreed that neither the said premise nor any parts of the premises shall be assigned, let or sublet, or used or permitted to be used for any purpose other than the purpose for which the LESSEE has agreed to in this contract.
- It is agreed that LESSEE shall not use the said premise for any unlawful purpose, including but not limited to the practice of brown bagging. All persons entering the Charleston Yacht Club. Inc., property for any activity are required to comply with all local, state & federal laws. No firearms are allowed on the premises.
- **South Carolina Law prohibits anyone under the age of 21 from drinking alcohol. The LESSEE is responsible for all guests in accordance with this law.**

**Alcohol Disclaimer**

The Charleston Yacht Club is in no way responsible for the amount of alcohol consumed by the Lessee and their guests. South Carolina, as well as the Charleston Yacht Club, prohibits the sale of alcohol to minors, anyone under the age of 21. The Charleston Yacht Club is in no way responsible for any amount of alcohol served or consumed by any parties under the legal age of consumption, which is 21 years of age. Cash Bars are not permitted.

Lessee Signature \_\_\_\_\_ Date \_\_\_\_\_

- It is agreed that at the expiration of the lease term, LESSEE shall quit and return the premises to as good a state and condition as they were at the commencement of this lease.
- It is agreed that LESSEE shall be responsible for all clean-up and trash removal which shall be deposited in the dumpster on the opposite side of the building near the boatyard.
- It is agreed LESSEE shall not keep or have on the leased premises, articles of dangerous, flammable, or explosive character that might unreasonably increase the danger of fire on the leased premises or that might be considered hazardous by any licensing agency or insurance company.
- It is agreed LESSOR shall furnish light and water; however **NO PAID PARKING** facilities are included pursuant to this agreement; this includes all guests, caterers, photographers, etc.
- It is agreed that no one will park in the handicapped parking spaces unless they have a handicap sticker.
- It is agreed that the House Chairperson or Club Manager shall be allowed to enter the rented premises during any function for observation only.
- It is agreed that the LESSEE can bring his/her own liquor and other beverages into the specific location leased during the period shown on this lease.
- It is agreed that only a licensed caterer will be used for the event.
- It is agreed that the Charleston Yacht Club is in no way responsible for anything relating to the weather. Should weather be inclement, LESSEE is responsible for renting a tent. If the event is cancelled due to weather and non-preparation, LESSEE shall lose all deposits/payments.

Acknowledgment and acceptance of the terms of this lease is understood and agreed to by:

\_\_\_\_\_  
LESSEE

\_\_\_\_\_  
LESSOR - Charleston Yacht Club

\_\_\_\_\_  
DATE

