



Sarasota Outboard Club
Facilities Rental Policy and Procedures
January 1, 2010

Application for Usage and Hours of Rental

The Sarasota Outboard Club facility is available seven days a week from 8:00 a.m. to 12:30 a.m. depending upon availability and scheduled events. A minimum six-hour period is required. All events shall end at 11:00 p.m. with club vacated by 12:30 a.m. Excluded usage applies to docks and ramp area, no swimming, fishing or camping. No parking or oversized vehicles such as RV's. All applications of request to rent the facility are to be in writing for the Board of Directors consideration forty five (45) days prior to the event.

Reservations

A tentative reservation may be placed and must be confirmed within seven (7) days with the required payment. A non-refundable deposit of 100% of the rental fee is due with the signed contract. A separate check for \$500.00 cleaning/damage deposit is required. The deposit will be returned five (5) business days after the event, provided the club is clean and undamaged.

Payment

Checks should be made payable to Sarasota Outboard Club. The check face must have complete name, address and telephone number of the individual or organization making the payment. Payments are mailed to Sarasota Outboard Club, P.O. Box 5172, Sarasota, FL 34277

Termination

The authorized representatives or Board of Directors reserves the right to terminate reservation/event if it is deemed that activities are endangering the health and safety of members and outside guests or interfering/infringing on the rights of others is taking place. If furnishings or equipment are incurring damage as a result of usage, or if the space is used for an improper, immoral or objectionable purpose.

Alcoholic beverages and Catering

The service of alcohol is permitted only with the necessary permits and \$1 million Liquor liability insurance policy. Outside catering is allowed under the same circumstances.

Decorations/Flyers/Signs

All decorations are to be free standing. Nothing is to be attached or secured to the walls or ceilings. Candles must be in a container 2 times its height. The use of nails, tacks, tape or similar materials to affix decorations is prohibited. User will be held financially responsible for repair/replacement of any damages or defaced property. Decorations, or signs shall not be placed outside the facility without permission.

Flammable material

The use of flammable material, open flames or other such devices are prohibited. Liquids or solid substances of an explosive or highly inflammable nature are prohibited. Pyrotechnics are prohibited.

Music and sound

Music and noise must comply with the requisite city of Sarasota noise ordinance and not disturb others on club property or nearby facilities.

Animals

Except for guide or service dogs, animals are not permitted at the facility

Outside Equipment

Catering equipment, decorations, florist or entertainment property cannot be stored overnight, either prior to or following rental period or between events. All items brought in by the user are to be removed from the facility immediately after a function. Sarasota Outboard Club will not be responsible for any items belonging to an outside party.

Capacities

Maximum building occupancy is confirmed by the Life Safety Code to be 125 People. Exceeding this capacity will result in fire code violations and cause the Sarasota Outboard Club to terminate the rental.

Concessions

No sales, authorization or sales or distribution of food items for sale are allowed without prior written approval from SOC board of directors.

Furniture/ Kitchen and Bar items

Furnishings and kitchen equipment are not to be moved unless prior authorization is given. If special equipment is required, it may need to be rented through an outside vendor.

House Policies

User is responsible for informing their guests and outside vendors about SOC rental policies and procedures.

Parking

At no time should any vehicle be blocking a fire lane, dumpster or parked in an unauthorized location. No parking on grounds, all vehicles must be parked in adjacent parking lot on asphalt areas only.

Public Safety

Renters are prohibited from placing items in front of exits or obstructing any portion of the sidewalks, entries, halls or ways of access to the public utilities of the building.

Smoking

The SOC has posted designation area outside for smoking. The interior of the club is a non-smoking facility. Please use designated ashtrays located outside for the convenience of all guests who smoke.

Subletting

The user shall not sublet in any way to any other person or organization.

Tents

Tents larger than 10 x 10 must be approved and a permit may be necessary by the city of Sarasota.

Fees

Rental rate for the facility is \$950.00 for a six-hour period. Each additional hour is \$100.00 per hour.

Indemnification

In consideration for the use of the club facilities, the person/organization agrees that

- a. It will pay for all damages to any property directly or indirectly from the conduct of guests or hired agent associated with the rental.
- b. It will hold harmless and indemnify the Sarasota Outboard Club from and against any and all liability that may be imposed upon it, for any injury to persons or property caused by the named person or organization or any other person in connection with the event. It is understood that the Sarasota Outboard Club assumes no responsibility whatsoever for any property placed in the facility in connection with the event and is hereby expressly released and discharged from any and all liability for any loss, injury or damage to persons or property that may be sustained by reason of the event.
- c. The Sarasota Outboard club requires clients to provide a certificate of general liability insurance for any rental being held at the facilities naming the Sarasota Outboard Club and the City of Sarasota as additionally insured in the amounts of \$1 million bodily and \$2 million aggregate. Proof of insurance must be submitted no less than forty five (45) working days prior to effective date of rental contract.