College Club Boat House

Rental Contract

11 East Allison Street
Seattle, WA 98102
(206) 622-0624 phone

www.collegeclubseattle.com

College Club Boat House, LLC (referred to as Boat House) and _____ (referred to as Charter Party), hereby agree to the following:

TIME ABOARD The Event shall be on _____, 20____ between the hours of _____. This must include all the time the Charter Party will need to do the set up and break down for the event. Extra time may be available at predetermined rate, if it does not conflict with other activities aboard, and requires 1 week's notice for staffing. _____ (initial)

EVENT TYPE The type of event taking place aboard is _____. The number of Guests expected to attend is _____. The maximum capacity for M/V INSPIRATION is 150 (standing), 125 (seated). The maximum capacity for the floating dock is 100._____ (initial)

CHARTER FEE The Charter Fee shall include sales tax. Registered Non-Profit Organizations and Boat Center Members receive a 10% discount off the posted charter fee. _____ (initial)

CATERERS The event will be catered by _____. Boat Center offers four Preferred Caterers: **Blue Ribbon Cooking, On Safari Foods, Ravishing Radish, or Seasoned in Seattle**. When a Preferred Caterer is used, all standard table settings, plates, silverware, glasses, etc. are included in the vessel charter fee.
In the event that the Charter Party does not select one of the Preferred Caterers, the Boat Center must approve of the Charter Party's alternate caterer and, if approved, proof of catering license must be provided. _____ (initial)

USE OF FURNISHINGS The Charter Fee includes the use of all of the following: 12 sixty inch round tables, 12 six foot rectangular tables, 140 padded chairs, conference table, 5 disc CD changer with iPod/MP3 compatible sound system, podium and microphone, LCD projector with screen, and couches. _____ (initial)

ADDITIONAL FURNISHINGS The Boat House has a variety of rentable items on site, intended to save the Charter Party the cost and coordination of deliveries to our location. See the attached schedule of options. _____ (initial)

SPACE SET UP & TAKE DOWN The time needed for set up and take down must be taken into account when determining contract time. Set up of tables and chairs are the responsibility of the Charter Party. The Charter Party is further responsible for breaking down their set-up and restoring the facilities to their condition upon arrival, including the removal of decorations and disposal of garbage and recycling to the dumpsters provided shore side. Most caterers offer set up and break down as one of their available services. _____ (initial)

RENTALS Delivery of rented equipment such as linens, dishes, etc. can only take place during the chartered time, unless other specific arrangements have been made with the Boat Center Staff in advance. Delivery and pick up of all rented equipment must be scheduled for the day of the event. Outside rental of dance floor or formal chairs is prohibited. _____ (initial)

ALCOHOL The Charter Party is welcome to have alcohol at the event. Beer and wine may be provided by The Charter Party but recognizes that all liquor must be purchased and distributed through the College Club. Kegs are prohibited. The Charter Party is responsible for the actions of their intoxicated guests while they are aboard, at the docks and in the parking lot. Please see attached Bar Details sheet for more information. _____ (initial)

GALLEY AREA The vessel's galley area is available for serving food and beverages; however any onboard food, supplies, serving utensils, and equipment are not included, unless they have been rented. _____ (initial)

RESPONSIBILITY FOR GUESTS The Charter Party agrees to supervise and be responsible for their guests aboard the vessels and on the docks and to maintain safe, orderly behavior. The Charter Party agrees to take full responsibility for any damage or loss incurred or caused by themselves, their guests, agents and/or employees, and agrees to hold the Rowing Center harmless from any claims made. _____ (initial)

ADA COMPLIANCE Charter Party understands that as a vessel the Boat Center is not subject to ADA regulations. A chair lift is available at the front stairs and Boat Center Staff is available to assist seniors and disabled guests, including those in wheelchairs if necessary. _____ (initial)

DECKS OF THE VESSELS The Boat Center Staff may escort guests to other decks of the vessels, including the large floating dock, but guests are not allowed in the Members Lounge or 'staff only' areas of the vessel unless special arrangements have been made. The floating dock is available to the Charter Party and their guests for ceremonies and pictures as long as its use does not conflict with scheduled rowing activities. There is no food or beverage permitted in the boat storage room or on the floating dock. Reception chairs and tables are not permitted on the dock. Ceremony chairs okay. _____ (initial)

GRATUITY If the Charter Party is pleased with Boat Center Staff's assistance and attentiveness, a gratuity is appreciated but not required. _____ (initial)

ROWING ACTIVITIES Charter Party is aware that rowing and rowing-related activities may be occurring in the weight room and lower decks of the vessels. Guests are encouraged to enjoy watching from the balcony._____ (initial)

PROHIBITED Neither smoking nor pets are allowed anywhere aboard the vessels or at any dock of the marina. A smoking area and a receptacle for cigarette butts are provided at the parking lot entrance to the dock. The tossing of items such as confetti, glitter, rice, and birdseed are prohibited as they create an environmental concern. _____ (initial)

PARKING A parking attendant is available for hire to direct the Charter Party's Guests to on-site parking spaces and to the Boat Center off-site parking spaces. Parking is limited. _____ (initial)

PAYMENT & CONFIRMATION Charter of the vessel will be confirmed by the Boat Center upon receipt of the signed contract and total fees including sales tax. All confirmed contracts will be countersigned by the Boat Center Staff. _____ (initial)

CANCELLATION/REFUND In the event the vessels become unavailable due to an act of God, fire, disaster or other event beyond its control, the Boat Center shall provide a full refund of all fees paid if the event cannot be rescheduled to the Charter Party's satisfaction. Should the Charter Party need to cancel, fees paid are ***not refundable*** unless the Boat Center can schedule a replacement charter for the same time period. _____ (initial)

REFUNDABLE DAMAGE FEE The fully refundable damage/loss fee is $500.00. If the Charter Party contracts with a Preferred Caterer, the amount is reduced to $200.00. _____ (initial)

DAMAGE AND ADDITIONAL CLEANING The Charter Party is responsible for returning the facility to its condition upon arrival. The Boat Center Staff will perform a final vacuuming and will clean and restock the restrooms. In the event that the Boat Center Staff has to do additional cleaning such as wax or stain removal, a portion of the Charter Party's refundable fee will be withheld. Any items left behind must be claimed within 30 days of the event or will become property of CCOS. _____ (initial)

We look forward to having you!

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Spring/Summer 2015 Pricing

Monday-Thursday	Friday	Saturday	Sunday
AM 8:00-5:00 **$500.00**	AM 8:00-4:00 **$500.00**	AM 8:00-2:00 **$900.00**	AM 8:00-2:00 **$800.00**
PM 6:00-11:00 **$725.00**	PM 5:00-12:00 **$1,425.00**	PM 4:00-12:00 **$2,225.00**	PM 4:00-11:00 **$1,125.00**

Additional time at an hourly rate is subject to availability.

Amenities

Please place a check mark next to each amenity you wish to include in your rental

Venue Amenity	Quantity	Preferred Caterer Fee	Non-Preferred Caterer Fee	Select
6' Rectangular Tables	12	Included	Included	
60" Round Tables	12	Included	Included	
4' Cocktail Tables	6	Included	Included	
Padded Folding Chairs	140	Included	Included	
Loveseat/Couches	3	Included	Included	
Audio/Visual Equipment	-	Included	Included	
-Boat Center Projector	-	Included	Included	
-Projector Screen	-	Included	Included	
-CD/MP3 Hookup	-	Included	Included	
-Microphone	-	Included	Included	
Place Settings	1-50	Included	$300	
	51-100	Included	$400	
	101-140	Included	$500	
Formal White Chairs	1-50	$100	$100	
	51-100	$200	$200	
	101-140	$300	$300	
Dance Floor	9'x9', 9'x12', 12'x12'	$200	$200	
Fireplace	-	$25	$25	
Wedding Arch	81"x36"	$75	$100	
Bar Service/ Bartender		$25/hr	$25/hr	
Set up/Break Down	-	$200	$200	
Refundable Damage Deposit		$200	$500	

Current Washington State sales tax of 9.5% applies to all fees except refundable damage fee.

Payment

Name		Date	Phone Number
Address	Apartment/Suite	City	Zip
Email			
Visa/MC/AMEX/Discover		Exp.	CVV

I hereby acknowledge that all the above information is correct and agree to the terms and conditions stated in this rental agreement,

Charter Party Signature Date