

Club Rental Policy

1. Basic Information

Club members may rent the Club for private functions on a first come, first served basis after October 15th and before May 1st. No rentals are permitted from May 1st through October 15th. Any member who rents the Club must be present at the event. Members must make arrangements to rent the Club if they want to have exclusive use of the Clubhouse or if they plan to decorate the Clubhouse.

2. Requesting A Reservation

Club members wishing to rent the Club must contact the KPYC Bookkeeper and provide the following information:

Member's Name

Date Requested

Start & Finish Times

Email or Street Address

Phone Number



Maria Sillari, KPYC Bookkeeper

MSillari@comcast.net

P. O. Box 373

New Castle, NH 03854

603-430-2129

The Bookkeeper will notify the member if the Club is available. Once notified, , the member must:

- Send two checks payable to Kittery Point Yacht Club - one for the Rental Fee (\$200.00) and the second for the Deposit (\$150.00) – to Maria Sillari, Bookkeeper, Kittery Point Yacht Club, PO Box 373, New Castle, NH, 03854.
- Include the event date on each check.
- Rental and Deposit checks must be received no later than two weeks prior to the scheduled event,
- Sign and include with the checks a [Release & Hold Harmless Agreement](#).

3. Reservations Posted On Club Website (www.kpyc.net)

Once your date is confirmed by the Bookkeeper, your reservation will be posted on the KYPYC website calendar. The website calendar will generally be the most up-to-date record of Club reservations.; The calendar on the bulletin board at the Club will also be maintained on a best effort basis.

4. Member Responsibilities

During an event, post a sign on the front door to alert all members "Private Member Event Underway".

Members who rent the Club are responsible for being familiar with and following House Rules and the [Information for Rentals of the KPYC Clubhouse](#). You may not use the Club's beverage refrigerator during your event, so please plan accordingly. Your Deposit check will be destroyed once it has been determined that you have complied with these policies and there are no damages.

5. Cancellations

If you need to cancel your reservation for any reason, please notify the Bookkeeper immediately. Any payments will be refunded, and the date will be freed up for use by another member.

6. Questions

Please direct any questions or suggestions regarding the Club Rental policies and procedures to the Social Chair.