**DCLSA Private Event Application**

 The Club Membership identified below (“Sponsoring Membership” or “Applicant”) submits this Private Event Application to The Deep Creek Yacht Club at Turkey Neck (the “Club”) to obtain permission to hold a private event at the Club’s facilities as described by Applicant in Attachment A to this Application.

 The Board of Governors of the Club (“Board”) has adopted certain Private Event Procedures as may be revised from time to time (the “Procedures”) that set out the types of private events, timeframes and other matters applicable to proposed private events. Applicants are asked to ensure that their requested private event meets those requirements and conditions prior to submission. By submitting this Application, the Applicant acknowledges receipt of the Procedures. Questions may be directed to the House Chair. Please note that if certain information is not known at the time of submitting the Application, the Sponsoring Membership should supplement this Application by providing that additional information to the House Chair.

By submitting this Application, the Sponsoring Membership agrees and confirms that:

1. The description of the planned private event in Attachment A is accurate, and it will advise the House Chair of any material changes in those details.
2. It has read, understands, and agrees to comply with the terms and conditions of the Procedures.
3. It will pay the required fees for the private event as set out in the Procedures.
4. The Club assumes no responsibility or liability for the private use of the Club. The Sponsoring Membership for itself and invitees (i) assumes responsibility and liability for and shall pay any and all costs, expenses, charges, liabilities and damages of any kind including without limitation personal injury and/or property damage (“Damages”) related to or in connection with a private event sponsored by the Sponsoring Membership, and (ii) releases and indemnifies the Club, its officers and directors, and its members therefrom.
5. It will satisfy any other conditions required by the Board set out in its approval of the private event.

**Accepted and Agreed to this \_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_, 202\_:**

**Club Membership:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Printed)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Printed)

**Approved and Accepted (subject to any conditions set forth below):**

House Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Commodore \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Conditions applicable to Approval:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Sponsoring Membership Acceptance of Conditions:**

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**Attachment A**

**Details of the Proposed Private Event**

**Description of Event** (including third party entertainment and catering): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Event date, timeframe or schedule** (including time for set up, clean up, etc.). Please note if different parts of the Club facilities will be used at different times):

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Number of people** (including the Sponsoring Membership, invited guests, people providing entertainment and catering, etc.):

Expected: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Maximum: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Third party contractors** (caterers, entertainment, etc.)(include names if known):

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**Club Facilities requested** and purpose for use (Specify Indoor, Kitchen, Furniture, Outdoor areas, etc.):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Requested Use of Dock Facilities** (for walking, standing, etc. Note that use of the dock facilities for boating is for Club members only.):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Requested Use of Parking Facilities**:

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**Inclement Weather Plans** (tents, etc.):

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**Special requests** (use of Club furniture, pre-event deliveries to the Club for temporary storage, etc.):

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**Insurance Information**:

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**Planned use of third-party cleaning service**:

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**Other**:

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