

Crescent Boat Club Clubhouse/Pavilion Request Form

Event Date: _____ Time: _____ to _____

Type of Event: _____

Is additional time needed for set-up? _____ If yes, when? _____

Where will the event take place? Clubhouse or Pavilion

Approximate number of expected attendees: _____

Member's Name: _____

Phone #: _____

Will your event require use of the kitchen? Yes No

Is your event being catered? Yes No If yes, do they have their own insurance? Yes No
*If meal is prepared on-site, the vendor must provide a copy of their workers comp and liability insurance, as well as add the "Crescent Boat Club" as additional insured to their insurance policy for the date of the event.

Will your event require a bartender? Yes No

If yes, who is scheduled to tend the bar? _____
Please contact the Bar Chair for assistance, if needed.

Please leave this form in the Monte Carlo box, and, call Mike Johnson at 708-1930 to insure the date is still available. The reservation form will be reviewed by the House Chair with input from the Board of Directors. The House Chair will contact you with any questions and to confirm your reservation.

Please remember that all non-member guests, as well as, set up and cleanup of your event, are your responsibility. If the event is held in the clubhouse, all non-members must sign in the guest book. Any work associated with your event, including set up and cleanup, cannot be counted toward meeting your work hour requirements.

A donation to the Crescent Boat Club is suggested for any event.