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# Commodore Yacht Club

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## Clubhouse Reservation

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Commodore Yacht Club members have access to the Clubhouse and its amenities on a routine, individual basis. For non-business, group activities such as birthdays, weddings, lunch groups, and special occasions; please follow these procedures to reserve the Clubhouse:

1. Send an email with your contact information and details about your request to [commodoreyachtclubevents@gmail.com](mailto:commodoreyachtclubevents@gmail.com). Your event will be placed on the club's Social Calendar, which can be viewed at [commodoreyachtclub.net](http://commodoreyachtclub.net). Place, in the Office Inbox at the Saloon, a security deposit of **\$150.00 USD**. The deposit may be made in the form of cash or check made out to "Commodore Yacht Club"
2. If you have a Catering or other business involved with your event, Third Party Liability insurance must be in place. A Certificate of Insurance must be provided showing coverage in the amount of at least **\$1 million USD** showing both "Commodore Marina, LLC," and "Denton Marina Group LLC" as Additional Insureds.

Commodore Yacht Club: Clubhouse Reservation Instructions

Club Manager: Matt Stiglbauer - [matt@commodoreyachtclub.net](mailto:matt@commodoreyachtclub.net) - 772-209-0383 (c) 803-548-3715 (o)

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3. If you do not have a Catering or other business involved but will be serving alcoholic beverages, then the same insurance requirements as above are necessary and must be obtained through one-time event insurance. Here are some links to companies that offer this coverage:

- <https://www.wedsafe.com/Pages/home.aspx>
- <http://www.specialeventinsurance.com/>
- <https://www.markelinsurance.com/event#>
- <https://www.travelers.com/event-insurance>

4. The reserving member must be at least twenty-one (21) years old, and is responsible for any damages, rule violations, and/or additional cleaning, if required. All dishes must be washed, dried, and returned to their proper place. Trash must be removed and deposited in the dumpster. All countertops, stoves, and tables must be cleaned. The microwave and fridge must also be cleaned.

5. If furniture is moved it must be returned to the proper location. No furniture may be removed from the clubhouse. No smoking is allowed in the clubhouse. Upon leaving the clubhouse, all lights and fans must be turned off.

**Please sign and return this form, along with your security deposit and insurance documentation, to the Office Inbox at the Saloon.**

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Member Signature

Date

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