



PLSIA PO Box 21, Saunderstown, RI 02874

**CLUBHOUSE RENTAL AGREEMENT**

RENTER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

- MEMBER (\$150 rental fee) *please make check payable to PLSIA*
- NON-MEMBER (\$300 rental fee) *please make check payable to PLSIA*

**\$300 deposit by separate check (will be held by the association until completion of the rental)**

**RENTAL & DEPOSIT CHECKS MUST BE RETURNED WITH THIS FORM AT LEAST TWO WEEKS PRIOR TO EVENT**

DATE OF RENTAL: \_\_\_\_\_ BEGIN TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

NUMBER OF PEOPLE: \* per Covid Addendum: \_\_\_\_\_ TYPE OF RENTAL: \_\_\_\_\_  
(birthday, graduation, rehearsal, etc.)

**BARTENDER**

- **The PLSIA is the only licensed authority to sell and serve liquor on the property.**
- **Renter is not permitted to bring alcohol into the facility.**
- Bartenders \$60 and \$10/hour after 4 hours.  needed (pay bartender at rental)  not needed

**ENTERTAINMENT**

If any type of music to be included with the function, a noise permit must be provided with this document. Visit/Contact the Building Inspector's office at the Narragansett Town Hall.

The following time frame **must** be strictly adhered, or you will be asked to leave the premises.

- After 10:30 PM all volume must be lowered in accordance with permit.
- At 11:30 PM all volume must cease.
- At 12:00 all guests must have left, the clubhouse cleaned, and the building secured.

**RESPONSIBILITY**

- As the renter, you are responsible for your guests and their actions!
- Children must be supervised at all times.
- If any problems, you will be the contact person.
- Renter agrees to be bound by the Clubhouse Rental Guidelines & Information, which are incorporated and made a part of this Clubhouse Rental Agreement

**HOLD HARMLESS AGREEMENT**

PLSIA is not responsible for the loss or damage of personal property of any guest. The renter shall indemnify and hold harmless the PLSIA, officers and its members from any liability whatsoever for any damage to personal property, personal injury, injuries or sickness due to food or beverage products brought into the hall by the renter for the consumption by their guests.

YOUR SIGNATURE ON THIS DOCUMENT SIGNIFIES THAT YOU HAVE READ, FULLY UNDERSTAND AND AGREE TO BE BOUND BY THIS AGREEMENT, THE CLUBHOUSE RENTAL GUIDELINES & INFORMATION AND COVID ADDENDUM.

\_\_\_\_\_  
RENTER

\_\_\_\_\_  
DATE

**RENTAL & DEPOSIT CHECKS MUST BE RETURNED WITH THIS FORM AT LEAST TWO WEEKS PRIOR TO EVENT**

Any questions, contact Christine Sullivan 401.294.6344 or [csullivan.ri@gmail.com](mailto:csullivan.ri@gmail.com)

## CLUBHOUSE RENTAL GUIDELINES & INFORMATION

### Fee:

\$150 for Member plus \$300 deposit with separate check  
\$300 for Non-Member plus \$300 deposit with separate check

### General Information:

1. Renter is responsible party and **MUST** be in attendance during the rental of the clubhouse. **NO EXCEPTIONS.**
2. Renter is responsible for any damages incurred to the clubhouse. If the cost to repair any damage is less than the damage deposit, the remainder may be returned to the Renter. If the cost to repair any damage is in excess of the damage deposit, the Renter will be billed accordingly.
3. Children must be supervised at all times.
4. Cancellations must be made 2 weeks prior to the rental date of the function for a full refund.
5. Address of the clubhouse is 50 Woodsia Road.
6. Per the Town Fire Code, the clubhouse holds 70 persons on upper level and 42 on lower level.
7. Clubhouse is equipped with approximately 80 chairs, 6 six-foot tables and 6 five-foot tables.
8. Restrooms located on the lower level of the facility and will be supplied with toilet paper, soap and paper towels.
9. Alcohol consumption is restricted to the confines of the building.
10. **No** alcoholic beverages may be brought in or consumed outside the facility with a rental. The Association has a class D liquor license from the Town of Narragansett. Alcoholic beverages may only be sold by our bartenders. A cash bar or open bar may be arranged. Additional bartender may be required when guest attendance is over 70.
11. You may bring in any non-alcoholic beverages. It is less expensive for your guests.
12. No smoking in the building.
13. No use of tacks or tape on the walls or ceiling.

### Set-up and break-down times:

1. Renter has the use of the facility for the day of the event. (8:00 AM – 12:00 AM)
2. An early setup may be arranged if available.
3. The following times **must** be adhered to:
  - After 10:30 PM all volume must be lowered in accordance with permit.
  - At 11:30 PM all volume must cease.
  - At 12:00 all guests must have left, the clubhouse cleaned, and the building secured.

### Catering and Cooking Regulations:

1. Clubhouse is equipped with a kitchen to accommodate a limited amount of food preparation. It shall be the responsibility of the renter, caterer or other food preparers to ensure that the kitchen is left exactly as it was found.
2. There is only a bar size sink.
3. The stove is for heating food **ONLY**.
4. The caterer is responsible to remove all equipment the date of the function.
5. Nothing is to be left behind.
6. Gas grills or grills of any kind **ARE NOT TO BE USED** inside the clubhouse.

### Parking:

1. Additional parking is available at the beach. All cars must be out of the lots by the end of the event.

### Cleaning:

1. Trash barrels have liners and are available.
2. All garbage is to be emptied in the dumpsters outside of the clubhouse.
3. All floors must be swept and any spills must be cleaned.
4. Any and all garbage outside the facility is your responsibility.
5. The building should be left as it was prior to the function.

### Covid Addendum due to current Covid guidelines:

1. Social Gatherings are limited to 15 people. Exception to maximum of 50 with licensed catering.
2. Any violation, including the number of people, of the Covid guidelines will result in the forfeit of the entire deposit.
3. A complete list of guest names and contact information must be provided.
4. \$25 Covid cleaning fee must be paid with the rental fee.

### Hold Harmless Agreement:

The Pettaquamscutt Lake Shores Improvement Association is not responsible for the loss or damage of personal property of any guest. The renter shall indemnify and hold harmless the PLSIA, officers and its members from any liability whatsoever for any damage to personal property, personal injury, injuries or sickness due to food or beverage products brought into the hall by the renter for the consumption by their guests.

**NOT FOLLOWING THESE GUIDELINES MAY RESULT IN LOSS OF THE DEPOSIT**