



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 \*plus additional \$25 cleaning fee*  
Membership must have been paid **90 days prior to the day the event was booked to pay the member fee.**
- NON-MEMBER (\$300 rental fee) *please make check payable to PLSIA plus additional \$25 cleaning fee and \$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 \_\_\_\_\_ EVENT START TIME: \_\_\_\_\_ EVENT END TIME: \_\_\_\_\_ SET UP TIME: \_\_\_\_\_

NUMBER OF PEOPLE: \*: \_\_\_\_\_ TYPE OF RENTAL: \_\_\_\_\_ Birthday, Graduation 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 or on any of the property.
- Bartenders - \$20.00 an hour with a minimum of 4 hours. There is also a \$20.00 fee for the setup and breakdown of the bar which is not included in the fee for the requested hours for the bar. If more than 60 guests over the age of 21, a 2<sup>nd</sup> bartender will be required at the same rate  needed **(to be paid to PLSIA)**  not needed

**ENTERTAINMENT**

If any music is to be included with the function, the following time frame **must** be strictly adhered to or you will be asked to leave the premises:

- After 10:30 PM all volume must be lowered.
- At 11:30 PM all volume must cease.
- At 12:00 all guests must have left the building, 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 Agreement & Information.

**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 and THE CLUBHOUSE RENTAL GUIDELINES & INFORMATION.

\_\_\_\_\_  
RENTER

\_\_\_\_\_  
DATE

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

If you have any questions, contact Tina Carlow (401) 935-4204 or Teec385@msn.com

## CLUBHOUSE RENTAL AGREEMENT & INFORMATION

### Fee:

\$150 for Member plus \$300 deposit with separate check \* plus additional \$25 cleaning fee

Membership must have been paid **90 days prior to the day the event was booked to pay the member fee.**

\$300 for Non-Member plus \$300 deposit with separate check \* plus an additional \$25 cleaning fee

### General Information:

1. Renter is the 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 before 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 100 chairs, 12 six-foot tables and 6 five-foot tables.
8. Restrooms are 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 inside or on the property 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. Our bar is a **cash bar only** and an open bar may be arranged. Additional bartender may be required when guest attendance is over 60.
11. You may bring in non-alcoholic beverages ONLY.
12. No smoking in the building.
13. No use of tacks or tape on the walls or ceiling.
14. Tables must be covered with tablecloths provided by the renter.

### 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
  - At 11:30 PM all volume must cease.
  - At 12:00 all guests must have left the building, 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 for removing all equipment on 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 trash barrels outside of the clubhouse.
3. All floors must be swept and any spills must be cleaned.
4. Any garbage outside the facility is your responsibility.
5. The building should be left as it was before the function.

### 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.

**FAILURE TO COMPLY WITH THE TERMS OF THE AGREEMENT SHALL RESULT IN LOSS OF THE DEPOSIT**