



Special Request for Use of the Clubhouse

Fill out this form and submit to
yprccinfo@gmail.com
or complete Online at <https://bit.ly/ypyc-chr>

Event Host Name/Organization: _____

Name of Event: _____

Event Date and Start Time/End Time: _____

Anticipated Number of Attendees: _____

Describe this Event: _____

Event Host Contact Name: _____

Tel: _____

Email: _____

YPYC Sponsor: _____

Event Attendees: [Select]

YPYC Members Only _____

Host Attendees Only _____

Both YPYC and Host Attendees _____

Public at Large _____

What is the anticipated percentage of YPYC members/Host Participants in attendance? _____

FOOD/COOKING

Event Host

- ☐ Will employ/supervise _____ as an outside vendor
- ☐ Will handle food personally
- ☐ Will provide serving utensils, dinnerware and glassware?
- ☐ Will use YPYC serving utensils, dinnerware and glassware?

ALCOHOLIC BEVERAGES

Will alcohol be used at the event? ☐

[Describe the Method of Alcoholic Beverage Distribution]

CLEANING REQUIREMENTS

Event Host

- ☐ Will employ/supervise _____ as an outside vendor to clean/comply with Last to Leave Checklist as well as clean the bathrooms and damp mop the floor.
- ☐ Will not employ an outside party but will personally comply with the Last to Leave Checklist as well as clean the bathrooms and damp mop the floor.

Event Host

- ☐ Will personally inspect clubhouse for compliance after all cleaning has been done

Additional Comments: _____

HOST CERTIFICATION

I/We have read the attached copy of the YPYC CLUBHOUSE RULES and the LAST TO LEAVE CHECKLIST and agree that the Hosting Organization will fully comply with the Requirements stated therein.

Host Representative

By: _____ Date: _____
Signature

YPYC APPROVED

By: _____ Date: _____
VICE COMMODORE

YPYC BOARD APPROVAL

By: _____ Date: _____
COMMODORE

Depending on the type of event, the request may require Board Approval and the following conditions may apply:

- ABC License
- Certificate of Insurance
- Security Deposit

YPYC Board Checklist

- | | |
|---|--|
| ☐ All questions above answered? | ☐ Does guest list impact septic capacity? |
| ☐ All needed signatures? | ☐ Will YPYC supplies be used? |
| ☐ Additional arrangements for ABC license? | ☐ Has YPYC member alcohol been secured or removed prior to event? |
| ☐ Is additional insurance needed? | ☐ Has a walk thru prior to the event been scheduled? |
| ☐ Refundable deposit for cleaning and security needed? | ☐ Has a list of vendors been provided and do they need early access? |
| ☐ Cost for HVAC? | ☐ Request for donation made for use if applicable (per board criteria)? |
| ☐ Does guest list fit into fire occupancy limit? | |