

# Willsboro Fish and Game Club Single Event Rental Agreement

47 Sportsmans Lane, Willsboro, NY, 12996  
Mailing Address: P.O. Box 326, Willsboro, NY, 12996  
www.willsborofishandgame.com

## Application Information

Name of Organization (if applicable): \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Date of event: \_\_\_\_\_

Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Describe type of event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I (We) acknowledge that I (We) have read and understand this Rental Agreement and I (We) further assume responsibility for the rental of the Willsboro Fish and Game Club. I (We) shall indemnify and defend the Willsboro Fish and Game Club its Officers and all their heirs and shall hold them harmless from any liability, loss, cost or expense connection with any damages, injuries, or death arising from any activity, event or function occurring in or about the Willsboro Fish and Game Club and premises as a consequence of, or attendant upon our tenancy.

Applicant(s) Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reservations and Payment: Reservations are on a ‘first come first served’ basis and must be made through the Willsboro Fish and Game Club Secretary, Jody Joslyn. Reservations shall not be confirmed until \$350 (\$250 Rental and \$100 Security Deposit) has been received by the Club’s Secretary. Payment shall be made in cash or a check. If paying by check make it payable to the Willsboro Fish and Game Club. This should be sent or delivered to: The Club Secretary, P.O. Box 326, Willsboro, NY, 12996.

Rental Rate: The rental rate for the clubhouse is: \$250 per day.

Security Deposit: The security deposit of \$100 shall not be the limits of any liability. The deposit will be mailed within 10 days after the rental IF the facilities and contents are left in a Satisfactory Condition and the keys are returned. **If not cleaned properly, this could result in a loss of the security deposit and further charges if professional cleaners are required to clean after your rental.**

Satisfactory Condition: Satisfactory condition is defined as:

- All debris, food, decorations, waste, and trash has been placed in the trash bin outside the building or removed from the property.
- All dishes, cups, silverware, or kitchen equipment used is cleaned and put away.
- Table tops are washed, chairs and tables returned to racks, floors swept and then wet mopped.
- The premises have not been physically damaged.

Setup/Cleanup Times: Renters are allowed to start setup for the rental no earlier than 4:00 pm the day prior to the rental date. Renters are required to have the Clubhouse and lawn in Satisfactory Condition no later than 4:00 pm on the day after the rental date.

Cancellations: Penalties for cancellations by the applicant(s) 31 days or less from the event shall be the loss of \$100 of the Security Deposit. The Willsboro Fish and Game Club reserves the right to cancel the rental in the event of power failure, severe weather, or other conditions at the discretion of the Club and shall be released of its obligations under this Rental Agreement.

Club Grounds: This rental agreement is for the use of the clubhouse and lawn only, the Applicant(s), guests, invitees or attendees are not permitted to use the club grounds, pistol range, trap range, outdoor range, archery range, woods, pond, or other facilities.

Clubhouse Issues: Please report any difficulties with the building or its contents immediately to one of the following persons (phone numbers will be given when we receive the Rental Agreement):

John Oliver  
Roger Sayward  
Danny Sweatt  
Jody Joslyn

Emergency Contacts:  
Fire or Emergency – 911

Alcoholic Beverages: Alcohol may be consumed on the premises by adults of legal drinking age. The Applicant(s) must read and adhere to terms of “**Liquor Liability and You**” (attached hereto and incorporated herein as Exhibit A) and follow all applicable regulations. Responsibility for appropriate use and consumption of alcohol at the Applicant(s) event and liability for any consequences arising from the consumption of alcohol shall be assumed by the Applicant(s) and any person(s) serving the alcohol. Failure to comply with state liquor regulations will result in state fines and penalties at the Applicant(s) expense.

Animals/Pets: Leashed pets are allowed on the premises. Pet owners or renters must clean up after them.

Children: Must be supervised at all times.

Cleaning: All cleaning (attached hereto and incorporated herein as Exhibit B) is to be done immediately after the conclusion of an event and is the responsibility of the Applicant(s). If the clubhouse has not been cleaned to a satisfactory condition, the Applicant(s) will be charged to have the clubhouse professionally cleaned.

Conduct: The Applicant(s) shall be solely and fully responsible for the conduct of all guests, invitees, visitors, and servants admitted to the club's facilities and grounds and shall see that all regulations contained in this rental agreement are strictly observed. It is the Applicants sole & full responsibility to make sure all guests, invitees, visitors, and servants that attend Applicant's event are aware of and adhere to all terms contained in this Rental Agreement.

Damages: The Applicant(s) are responsible for any and all damages to the premises or its contents caused by the Applicant(s), guests, invitees or attendees. If any damages to the premises or contents occur they will be summarized in writing and the actual or estimated costs to repair or replace will be deducted from the security deposit. If the cost of repairs or replacement of damages exceeds the security deposit the Applicant(s) will be responsible for payment within 10 days of being presented notice.

Decorations: Decorations may be hung in the clubhouse using scotch (or similar) tape. **NO staples, nails, screws or other fasteners**, which may damage or leave any holes in the walls, are to be used. Any decorations or items you bring into the facility must be removed and/or properly disposed of prior to you exiting the facility.

Equipment: Tables, chairs, and other equipment or contents are not to be removed from the building and should be returned to their original locations after the conclusion of the event.

Firearms/Drugs: Firearms, other than legally possessed concealed carry firearms, are prohibited. No illegal drugs are allowed on the premises.

Fire Regulations: Exit doors must remain accessible and un-obstructed at all times. The Applicant(s) are responsible for all items that are flammable. It is solely the Applicants(s) responsibility to assure that their guest list doesn't exceed the maximum clubhouse occupancy (200 persons); failure to comply will result in state fines & penalties at the Applicants(s) expense.

Parking: Parking on the club grounds is at the risk and responsibility of the owner and or driver of the vehicle.

Personal Items and Property: The Willsboro Fish and Game Club shall not be liable for any theft, loss, or vandalism of personal items or property occurring on the premises. The Applicant(s) upon termination of the event must remove all personal items. The Willsboro Fish and Game Club shall not be responsible for personal property left at the premises after your event. This also applies to the Applicant(s) contractors that they may have hired.

Smoking: Smoking is not allowed in any part of the clubhouse or directly in front of the entrance(s). It is solely the Applicant(s) responsibility to insure compliance to smoking regulations. Failure to comply with smoking regulations will result in state fines and penalties at the Applicant(s) expense. Smoking inside the clubhouse or entrance area will result in forfeiture of your Security Deposit.

Termination: The Willsboro Fish and Game Club or its Officers may terminate upon “Just Cause”, any occupancy at any time with no refund of fees.

Tables and Chairs: There are currently 23 rectangular tables, and 135 chairs. After a rental, this number will be checked and Applicants are responsible for them to all be in the same condition as they were found. No tables or chairs may be removed from the Clubhouse or designated storage area. Damage will be assessed at replacement cost: Chairs @ \$100 each, tables @ \$100 each.

## Exhibit A

### LIQUOR LIABILITY AND YOU

1. The server of alcoholic beverages may be liable for injuries sustained or caused by intoxicated persons.
2. The Applicant(s) may also be held liable for injuries to or caused by intoxicated persons.

#### Recommended precautions:

1. Have available and promote the consumption of non-alcoholic beverages.
2. When possible, use a licensed bartender (operator) to dispense drinks.
3. Check ID's! They must be 21 or older for alcohol!
4. Limit the number of drinks per person.

#### If you suspect someone has had too much to drink:

1. Stop serving them!
2. Provide a safe means of transporting them home.
3. If the situation becomes difficult, call the police (911).

## Exhibit B

### CLEAN UP:

### Initials:

- Remove all decorations and tape \_\_\_\_\_
- Wash tabletops and place tables in the storage room \_\_\_\_\_
- Return chairs (in racks) to the storage room \_\_\_\_\_
- Sweep floor with dust mop and then wet mop the floor \_\_\_\_\_
- Wash, dry, and put away all dishes and utensils used \_\_\_\_\_
- Unplug and clean coffee maker if used \_\_\_\_\_
- Check refrigerator, clean any spills, and remove all items you brought into the club \_\_\_\_\_
- Clean restrooms and flush all urinals and toilets \_\_\_\_\_
- Place all debris, food, decorations, and trash into trash bags and place in dumpster \_\_\_\_\_

### LOCK UP:

- Turn off all fans and cooking appliances \_\_\_\_\_
- Turn off air conditioning in summer months \_\_\_\_\_
- Turn heat down to 55°F in winter months \_\_\_\_\_
- Turn off lights in clubhouse and restrooms \_\_\_\_\_
- Lock all doors including doors leading to the restrooms \_\_\_\_\_

**If NOT Properly Cleaned, this could result in a loss of the security deposit and further charges if professional cleaners are required to clean after your rental.**

Any comments or suggestion you would like to make: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Please leave this check sheet in the kitchen**