

# AUSTIN YACHT CLUB

## Request for Event/Regatta/Facility Use

Date Rec'd
Board Act. Date
Date Filed
Initials

EVENT NAME Social Committee Planning Party  
 TYPE OF EVENT Meeting EVENT DATE 05 Dec 2019  
 EVENT CHAIRPERSON Cathie Martin DAY OF THE WEEK Thursday  
 CHAIRPERSON PHONE # (512) 995-6563 EVENT HOURS 6:00 - 10:00 pm  
 OTHER EVENT CONFLICTS ??? \_\_\_\_\_  
 TYPE ACTIVITIES TO BE HELD: Planning meeting / social

EXPECTED PARTICIPATION			
TOTAL BOATS	<input type="text" value="0"/>	NUMBER OF MEMBERS	<input type="text" value="15"/>
CLASSES	<input type="text"/>	MEMBER FEE	\$ <input type="text" value="0"/>
NON-AYC BOATS	<input type="text"/>	NUMBER OF NON-MEMBERS	<input type="text" value="0"/>
		NON-MEMBER FEE	\$ <input type="text" value="0"/>

FACILITY REQUESTED			
(INDICATE HOURS OF USE FOR APPLICABLE FACILITY)			
<input checked="" type="checkbox"/> CLUBHOUSE	<input type="text"/>	<input type="text"/>	BOAT RAMP-NORTH
<input checked="" type="checkbox"/> COMPUTER	<input type="text"/>	<input type="text"/>	BOAT RAMP-SOUTH
<input type="checkbox"/> KITCHEN FACILITIES	<input type="text"/>	<input type="text"/>	CHASE BOAT
<input type="checkbox"/> OFFICE	<input type="text"/>	<input type="text"/>	COMMITTEE BOAT
<input type="checkbox"/> PATIO AREA	<input type="text"/>	<input type="text"/>	T-HEADS

	Gate Code	Hours to be open	
SECURITY-GATE	<input type="text"/>	<input type="text"/>	SECURITY CHAIRMAN: <u>Dane Ohe</u> <u>(512) 799-5929</u>
			Name Phone

OTHER COMMENTS: (Include arrangements for catering, band, launch etc. if applicable)

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**Conditions of Approval:**

1. Events of 13 to 29 people require the approval of (3) three Board Members.
2. Events of 30 or more people must be approved by the AYC Board of Directors.
3. Event Chairperson is responsible for any damage or clean up.
4. Event/Regatta announcement flier must be approved by the Race Commander and General Manager before printing.
5. Sailing Instructions must be approved by the Race Commander before printing, as well as the actual schedule.
6. If event is held on AYC race days, it must be scheduled to prevent any conflicts.  
All boats, equipment, and facilities must be available a minimum to 1 1/2 hours before AYC races are scheduled.
7. No expenses are to be charged to the Club, unless arranged through the General Manager.  
All receipts, charges (both member and non-member) must be turned into AYC office no later than 48 hours after the event.
8. A minimum of (2) two people are required per AYC boat.

I have read and understand the conditions of approval,

[Signature] 11/23/2019

Signature Date

AYC Managers Signature Date

BOARD MEMBER APPROVAL (Three signatures required for 13-29 guests)

1. \_\_\_\_\_ Date \_\_\_\_\_

2. \_\_\_\_\_ Date \_\_\_\_\_

3. \_\_\_\_\_ Date \_\_\_\_\_