

Clubhouse Rental Conditions & Regulations

- Approval for use of the clubhouse will not supersede a pre-scheduled club function.
- Approval must be obtained from the CHYRC, INC. prior to any function.
- Only non-profit activities will be permitted.
- The club member sponsoring the event **must be present throughout the function.**
- Board members may enter the function upon a complaint.
- To ensure scheduling, requests should be made at least two weeks in advance.
- Facility hours are limited to 9 am to midnight exclusively.
- All Dare County noise ordinances must be followed.
- Amplified music is not allowed outside the facility.
- No pets.
- No smoking is permitted in the facility.
- Attaching items to walls is prohibited (tape, tacks, etc.).
- Furnishings may not be taken outside.
- Theft or damage of club properties will be replaced or repaired at the expense of the applicant.
- Additional or special cleaning due to excessive disarray will also be paid at the expense of the applicant.
- A walk-through of the facilities with a board member before all functions is required.
- No alcoholic beverages, opened or unopened, shall be left in the clubhouse overnight.
- Violation of county, state, or federal laws in using these facilities will incur a default of the security deposit.
- Leftover food must be removed.

Procedures

- Obtain the door code from rental chairperson two days in advance.
- The door code will be disabled at the close of your rental.
- Before entering the building, please notify the guard to disengage the alarm: 252-441-5430
- Please notify the guard gate at the gatehouse when the activity is over, and all participants have left, so that the clubhouse alarm may be activated.
- You are responsible for verifying all doors are locked and all lights are off upon leaving.
- Be sure to turn the thermostat back to 75 degrees (AC); 70 degrees (Heat).
- All rearranged furniture must be returned to its original spot.
- You must remove all decorations & items after the function.
- You must supply your own ICE, SODAS, and MIXERS.
- Please do not overload trash containers. Place them by the inside doors at the bottom of the stairs. NO TRASH SHOULD BE LEFT OUTSIDE THE BUILDING.

WiFi - User Name - CHYRC

Password - chyrsguest

Exceptions may only be authorized by the CHYRC, INC. Board.

Applicant's name. _____ Date _____