



Hythe (Southampton) Sailing Club
Shore Road, Hythe, SO45 6DF
(023) 8084 6563

Conditions of hire of the Clubroom

1. The club room can be let only to a Club member for a private function. The member must be over 18 years of age and must be present for the whole duration of the function and will be responsible for the conduct of their guests.
2. Bookings can be made only for Monday, Tuesday, Thursday and Saturday evenings unless there is a club function being held. For bookings during the daytime please enquire.
3. A minimum of one month's notice must be given and paid for at that time.
4. The evening hire period is between 6PM and Midnight. Bar opening hours are 7PM to 11PM.
5. Only alcohol purchased at the Club may be consumed on the premises.
6. Food and hot drinks may be made available by negotiation.
7. The use of the Galley to prepare or serve food is not permitted.
8. The hirer is responsible for all damages and breakages.
9. The hirer is responsible for clearing up immediately after the event and for disposing of all rubbish. All furniture will be put back into the positions it was in prior to the event.
10. A list of guest names must be handed in to the Bar 48 hours before the event.
11. During private functions the clubroom is only open to invited guests.
12. The Club operates a no-smoking policy in the main clubroom and stair area. Please inform all guests of this policy.
13. If a bar extension is required after 11PM, an additional £30.00 is to be added to the booking fee.

The cost of the hire is:

£75.00 for up to 40 people
£85.00 for up to 80 people
£120.00 for up to 120 people

14. A returnable deposit of £50.00 plus the hire charge is payable at the time of booking.
15. Cancellation less than 28 days before the event will result in forfeit of the deposit.

**RETAIN THIS SECTION OF THE BOOKING FORM FOR YOUR
FUTURE REFERENCE**



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Send this section of the form with your booking

Your Name	
Address	
Telephone number	
Membership Number	
Requested Hire Date	(DD/MM/YY)
Purpose of hire	
Number of guests (maximum 120)	
Will the services of the Galley be required ?	YES / NO
Signature of Club member booking the room. I accept the conditions of hire as per this form.	Date:

Instructions:

- Complete the form fully
- Enclose two cheques with the booking:
 - The first for £50.00 which is the refundable deposit.
 - The second for the room hire (rate shown on page 1 of this form).
- Make the cheques payable to "Hythe (Southampton) Sailing Club"
- Send all booking information and payments at least 28 days prior to the event
- Send the booking to:

Trina Rowland
14 Fairway Road
Hythe
SO45 5FT
(023) 8084 1277

Club Use Only – Do not write below here

Fee Paid	Ann's Copy	Bob's Copy	List Received	Deposit Returned