



LEESBURG BOATING CLUB, INC.  
P.O. Box 491043  
Leesburg, FL 34749-1043  
**NON-PROFIT RENTAL AGREEMENT- Revised 10/7/17**

Name \_\_\_\_\_

Organization Name  
\_\_\_\_\_

Rental Date: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Number of hours: \_\_\_\_\_

Number of all people attending your event including Caterers.: \_\_\_\_\_ (Building limit 125)

Will this event be catered? \_\_\_No \_\_\_Yes, If Yes, by who? \_\_\_\_\_

**Non-Profit Rental use of LBC Club:**

A deposit of **\$325.00** is required for any damage to the building. This will hold your date but is non-refundable if cancelled. *The deposit will be returned within 30 days is the club is left clean and undamaged.*

The Club rental fee is **\$450.00** plus 7% sales tax of **\$31.50**. Total **\$ 481.50** is required for the use of facilities and tables & chairs. The entire sum of rental to be paid 30 days prior to rental date

**\$ 325.00** Deposit paid \_\_\_\_\_ Date: \_\_\_\_\_ **\$ 481.50** Rent paid \_\_\_\_\_ Date \_\_\_\_\_

**Non-Profit Rental use of Pavilion: (with bathroom access)**

A deposit of **\$150.00** is required for any damage to the building. This will hold your date but is non-refundable if cancelled. *The deposit will be returned within 30 days is the club is left clean and undamaged.*

The Pavilion rental fee **\$175.00** plus 7% sales tax of **\$12.25**. Total **\$187.25** is required for the use of facilities and tables & chairs. The entire sum of rental to be paid 30 days prior to rental date.

**\$150.00** Deposit paid \_\_\_\_\_ Date \_\_\_\_\_ **\$187.25** rent paid \_\_\_\_\_ Date \_\_\_\_\_

**Regulations to renting the LBC**

I (we) hereby agree that the LEESBURG BOATING CLUB, INC , it's officials and members or any appointed representative of the above mentioned will not be held responsible of any damage, accidents or personal injury or death that may occur to the renter or his (it's) agents, servants, employees or property from any cause whatsoever prior, during or subsequent to the period covered by this agreement. We reserve the right to terminate this contract at any time that the activities of the user endangers the health , welfare and safety of the people participating in said activity or any activity that is detrimental to the facility. In such case, no refunds of fees will be refunded. Use of properties hereby releases the Leesburg Boating Club, INC and the City of Leesburg from and agrees to indemnify it against any claims of such injuries. Renter is responsible for all damages. Leesburg Boating Club, Inc. or the City of Leesburg reserves the right to cancel any rental during an emergency situation of conflict with City of Leesburg programs, activities, meeting or events. In the event of Leesburg Boating Club, Inc. cancels a rental the user/renter will receive a full refund. Any injury shall be reported to the Leesburg Boating Club, Inc. in writing within twenty-four (24) hours.

**Notice:** Part of our Club Rental Agreement , all rentals (including yours) will b e monitored by the Commodore, Vice Commodore, a member or an appointed representative of the club and may be monitored by the Leesburg Police and Fire Department. If any infractions to the rental agreement or local laws are discovered your event will be shut down immediately. The Leesburg Boating Club is not responsible for damage or loss of any merchandise or articles left on the premises before, during or after your event. Any repair cost or replacement cost due to damages will be the responsibility of the renter.

Club rental ends no later than 12:00 AM; City Park is closed as of 10:00PM.  
If you exceed your hours as per this agreement your deposit will not be refunded.

**The undersigned hereby agrees to the Regulations listed:**

Signature of Individual Responsible \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

\*\*\*\*\*

Mail this contract with the \$425.00 for club rental deposit or \$200.00 for Pavilion rental deposit to:  
Checks made payable to the **Leesburg Boating Club Inc..**

LEESBURG BOATING CLUB, INC.  
P.O. Box 491043  
Leesburg, FL 34749-1043

Sign and return this page with your deposit

**LBC Club House**

**Care & Responsibilities of Using the Leesburg Boating Club Facilities  
1 Dozier Circle, Leesburg FL**

All state and local ordinances must be adhered to.

The Leesburg Boating Club and the LBC Tiki Bar and bath abide by the same Rules and Regulations.

Bring garbage bags with you and any items you will need to use in the kitchen. There are no stove burners in the kitchen.

- Do not remove any club decorations.
- Do not drag coolers, trashcans or furniture across floor. This scratches the floor finish.
- Wipe off all tables and chairs and put all tables and folding chairs neatly in the closet.
- Sweep all debris from floor. Wipe up floor if needed especially spills.
- Bag all garbage and remove to outside dumpster located in the city parking lot across the street.
- Restrooms must be left in orderly condition and toilets flushed.
- Turn off all lights & fans in club house, back porch, bathrooms & kitchen.
- Turn off all but one AC in the club house and back porch. Leave one AC set at 80 degrees in the clubhouse.
- Make sure all doors and windows are locked. 2 porch doors, 3 sliding glass doors and the front door is locked when closed.
- Pick up all trash on the dock and lower & secured the umbrellas.
- Outside Patios & Decks: Put furniture back in an orderly manner, tables wiped down and all trash removed. All tables & chairs should be under the Pavilion. Except Tiki picnic tables on the patio
- Tiki Fire Pits: bring your own wood and make sure the Fire Pits are in a safe place while using them.  
Extinguish fires and all Tiki Torches when you leave.

\_\_\_\_\_  
Name, Individual responsible, Signature

\_\_\_\_\_  
Date

**This section should be filled out before rental.**

The condition of the facility will be left in a clean and orderly manner. After inspection, it will be determined if deposit is to be refunded. Failure to follow the procedures is grounds for forfeiting the deposit.

I (we) hereby agree that the Leesburg Boating Club, Inc. it's officials and members will not be held responsible for any damage, accidents or injuries that may happen to the user or (it's) agents, servants, employees or property from any cause whatsoever prior, during or subsequent to the period covering this agreement.

These conditions of rental/use of club are fully understood and agreed upon. The undersigned hereby agrees to the regulations listed.

Use of club on \_\_\_\_\_ Start time \_\_\_\_\_ End Time \_\_\_\_\_.

\_\_\_\_\_  
Name, Individual responsible, Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, LBC Inc. representative

\_\_\_\_\_  
Date

Keep this page to use as a reference when vacating the LBC Property.

**LBC Club House**

**Care & Responsibilities of Using the Leesburg Boating Club Facilities  
Dozier Circle, Leesburg FL**

**Complete checklist when vacating the building.**

**This form must be returned when returning the key to the LBC Clubhouse.**

All state and local ordinances must be adhered to.

The Leesburg Boating Club and the LBC Tiki Bar and bath abide by the same Rules and Regulations.

Bring garbage bags with you and any items you will need to use in the kitchen. There are no stove burners in the kitchen.

- \_\_\_ Do not remove any club decorations.
- \_\_\_ Do not drag coolers, trashcans or furniture across floor. This scratches the floor finish.
- \_\_\_ Wipe off all tables and chairs and put all tables and folding chairs neatly in the closet.
- \_\_\_ Sweep all debris from floor. Wipe up floor if needed especially spills.
- \_\_\_ Bag all garbage and remove to outside dumpster located in the city parking lot across the street.
- \_\_\_ Restrooms must be left in orderly condition and toilets flushed.
- \_\_\_ Turn off all lights & fans in club house, back porch, bathrooms & kitchen.
- \_\_\_ Turn off all but one AC in the club house and back porch. Leave one AC set at 80 degrees in the clubhouse.
- \_\_\_ Make sure all doors and windows are locked. 2 porch doors, 3 sliding glass doors and the front door is locked when closed.
- \_\_\_ Pick up all trash on the dock and lower & secured the umbrellas.
- \_\_\_ Outside Patios & Decks: Put furniture back in an orderly manner, tables wiped down and all trash removed. All tables & chairs should be under the Pavilion. Except Tiki picnic tables on the patio.
- \_\_\_ Tiki Fire Pits: bring your own wood and make sure the Fire Pits are in a safe place while using them. Extinguish fires when you leave.

Sign and return this page with your deposit if you are using the Tiki and area.

### **LBC Tiki**

#### **Care & Responsibilities of Using the Leesburg Boating Club Facilities Dozier Circle, Leesburg FL**

All state and local ordinances must be adhered to.

The Leesburg Boating Club and the LBC Tiki Bar and bath abide by the same Rules and Regulations.

- \_\_\_ Do not remove any club decorations.
- \_\_\_ Wipe off all tables, chairs and bar.
- \_\_\_ Sweep all debris from floor.
- \_\_\_ Lock kegs with locks provided.
- \_\_\_ Bag all garbage and remove to outside dumpster located in the city parking lot across the street.
- \_\_\_ Restroom must be left in orderly condition and toilets flushed.
- \_\_\_ Turn off all lights & fans in Tiki Bar and Pavilion.
- \_\_\_ Close all Tiki shutters and secure from inside.
- \_\_\_ Make sure all doors to Tiki and bathroom are locked.
- \_\_\_ Pick up all trash on the dock and lower & secured the umbrellas.
- \_\_\_ Outside Patios & Decks: Put furniture back in an orderly manner. All tables & chairs should be under the Pavilion. Except Tiki picnic tables on the patio

- Tiki Fire Pits: bring your own wood and make sure the Fire Pits are in a safe place while using them.
- Extinguish fires when you leave.
- Remembers to lock the gate.

\_\_\_\_\_  
Name, Individual responsible, Signature

\_\_\_\_\_  
Date

**This section should be filled out before rental.**

The condition of the facility will be left in a clean and orderly manner. After inspection, it will be determined if deposit is to be refunded. Failure to follow the procedures is grounds for forfeiting the deposit.

I (we) hereby agree that the Leesburg Boating Club, Inc. it's officials and members will not be held responsible for any damage, accidents or injuries that may happen to the user or (it's) agents, servants, employees or property from any cause whatsoever prior, during or subsequent to the period covering this agreement.

These conditions of rental/use of club are fully understood and agreed upon. The undersigned hereby agrees to the regulations listed. Use of club on \_\_\_\_\_ Start time \_\_\_\_\_ End Time \_\_\_\_\_.

\_\_\_\_\_  
Name, Individual responsible, Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, LBC Inc. representative

\_\_\_\_\_  
Date

Keep this page to use as a reference when vacating the LBC & Tiki Property.

**LBC Tiki**

**Care & Responsibilities of Using the Leesburg Boating Club Facilities  
Dozier Circle, Leesburg FL**

**Complete checklist when leaving the Tiki.**

**Leave this form on the Tiki Bar when you vacate the Tiki.**

All state and local ordinances must be adhered to.

The Leesburg Boating Club and the LBC Tiki Bar and bath abide by the same Rules and Regulations.

- Do not remove any club decorations.
- Wipe off all tables, chairs and bar.
- Sweep all debris from floor.
- Lock kegs with locks provided.
- Bag all garbage and remove to outside dumpster located in the city parking lot across the street.
- Restroom must be left in orderly condition and toilet flushed.
- Turn off all lights & fans in Tiki Bar and Pavilion.
- Close all Tiki shutters and secure from inside.
- Make sure all doors to Tiki and bathroom are locked.
- Pick up all trash on the dock and lower & secured the umbrellas.
- Outside Patios & Decks: Put furniture back in an orderly manner. All tables & chairs should be under the Pavilion. Except Tiki picnic tables on the patio.
- Tiki Fire Pits: bring your own wood and make sure the Fire Pits are in a safe place while using them. Extinguish fires when you leave.

\_\_ Remembers to lock the gate.