



LEESBURG BOATING CLUB, INC.

P.O. Box 491043

Leesburg, FL 34749-1043

**LBC NON-PROFIT CLUB RENTAL AGREEMENT– Revised 6/7/22**

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? \_\_\_\_\_

Will alcohol be served at your event? \_\_\_Yes \_\_\_No If yes, you will need to purchase Liquor Liability Insurance naming the LBC as additional insured.

There is **No Smoking** in the Clubhouse, Cheekee or Pavilion area. Smoking is allowed on the west side of the property only.

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

A deposit of **\$300.00** 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 if the club is left clean and undamaged.* The Club rental fee is **\$500.00** plus 7% sales tax of **\$35.00**. Total **\$535.00** is required for the use of facilities and tables & chairs. The entire sum of rental to be paid 30 days prior to rental date  
**\$ 300.00** Deposit paid \_\_\_\_\_ Date: \_\_\_\_\_ **\$ 535.00** Rental 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 endanger 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 refund 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 be 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.

There is **No Smoking** in the Clubhouse, Cheekee, Pavilion or Tiki. Smoking is allowed on the west side of the property only.

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 above:**

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

Mailing address \_\_\_\_\_

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

Phone \_\_\_\_\_ Mail this contract with the \$ \_\_\_\_\_ deposit to:

Checks made payable to the Leesburg Boating Club, Inc.  
LEESBURG BOATING CLUB  
P.O. BOX 491043  
LEESBURG FL 34749-1043



The LBC members take pride in our building. We appreciate you helping us keep it clean.

**Read, Sign and return this page with your deposit.**

**LBC Clubhouse, Pavilion & Cheekee Area**

**Setting up for your rental:**

- 1 Do not remove any club decorations.
2. Do not use Double Stick tape anywhere. If using Command Hooks please remove before you leave.
3. Do not drag coolers, trash cans, or furniture across the floor. This scratches the floor finish.

**Cleaning up after your rental and before you vacate the LBC property.**

1. Wipe off all tables and chairs. Put all tables (except Square Pub Tables) neatly in the closet. There is a picture on the storage room door showing how to stack the chairs.
2. Sweep all debris from the floor. Wipe the floor if needed especially spills. USE ONLY A DAMP CLOTH AND COLD WATER.
3. If Command Hooks were used please remove before you leave
4. Bag all garbage and remove to the large City Garbage cans beside the shed behind the Tiki.
5. Restrooms must be left in orderly condition and toilets flushed.
6. Turn off all lights and fans in the kitchen, bathrooms, club house, back porch, Pavilion & Cheekee.
7. Turn off all but one AC in the clubhouse and back porch. Leave that one AC set at 80 degrees in the clubhouse.
8. Make sure all doors (2 porch doors, 3 sliding doors and the front door) and windows are locked.

**Cleaning up the Pavilion & Cheekee area before you vacate the LBC Property.**

1. Make sure the bathroom light is off and the door is locked.
2. If the tables & chairs under the Cheekee were used replace chair covers and tablecloths. Chair & table covers are in the bin marked "Chair & Table Covers Only"
3. At Pavilion wipe tables and remove all trash to garbage cans. Put all tables and chairs under the Pavilion in an orderly manner, except the Tiki picnic table on the patio.
4. Tiki Fire Pit: Bring your own wood and make sure the fire pit is in a safe place while being used. Extinguish fires before you leave.
5. Remember to lock the gate.

**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

The LBC members take pride in our building. We appreciate you helping us keep it clean.

**Keep this copy to use when you vacate the LBC Property.**

**LBC Pavilion & Cheekee Area**

**Care & Responsibilities of Using the Leesburg Boating Club Facilities**

**31 Dozier Ct., 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.

**Setting up for your rental:**

- 1 Do not remove any club decorations.
2. Do not use Double Stick tape anywhere. If using Command Hooks please remove before you leave.
3. Do not drag coolers, trash cans, or furniture across the floor. This scratches the floor finish.

**Cleaning up after your rental and before you vacate the LBC property.**

9. Wipe off all tables and chairs. Put all tables (except Square Pub Tables) neatly in the closet. There is a picture on the storage room door showing how to stack the chairs.
10. Sweep all debris from the floor. Wipe the floor if needed especially spills. USE ONLY A DAMP CLOTH AND COLD WATER.
11. If Command Hooks were used please remove before you leave
12. Bag all garbage and remove to the large City Garbage cans beside the shed behind the Tiki.
13. Restrooms must be left in orderly condition and toilets flushed.
14. Turn off all lights and fans in the kitchen, bathrooms, club house, back porch, Pavilion & Cheekee.
15. Turn off all but one AC in the clubhouse and back porch. Leave that one AC set at 80 degrees in the clubhouse.
16. Make sure all doors (2 porch doors, 3 sliding doors and the front door) and windows are locked.

**Cleaning up the Pavilion & Cheekee area before you vacate the LBC Property.**

6. Make sure the bathroom light is off and the door is locked.
7. If the tables & chairs under the Cheekee were used replace chair covers and tablecloths. Chair & table covers are in the bin marked "Chair & Table Covers Only"
8. At Pavilion wipe tables and remove all trash to garbage cans. Put all tables and chairs under the Pavilion in an orderly manner, except the Tiki picnic table on the patio.
9. Tiki Fire Pit: Bring your own wood and make sure the fire pit is in a safe place while being used. Extinguish fires before you leave.
10. Remember to lock the gate.