

LMPS Island Reservation Form

The main building at Flotilla Island may be reserved by members in good standing for private events. Only the main building can be reserved. All members of LMPS and the USCGA have access to and use of the grounds, boat ramp and docks at all times. During any private event, members also will have access to the restrooms and shower inside the building.

The LMPS Executive Committee must approve all private reservations. To request a reservation, submit this form to the Squadron Commander in sufficient time so that it may be considered by the Executive Committee at its next regular monthly meeting, which is normally but not necessarily held on the 2nd Monday of each month. After approval by the LMPS Executive Committee, the Squadron Commander must coordinate the request with the commander of the USCGA.

Members who reserve the building for a private function are asked to make a donation of \$50 to LMPS to help defray the cost of electricity and other expenses.

Sponsoring Member: _____

Date of Event: _____

Time of Event: _____ to _____

Description and purpose of Event: _____

Number of Guests 18 and over: _____ Number of Guests under 18: _____

Will alcohol be served? Yes No

Will you be using the docks? Yes No If yes, for what reason? _____

Will you be using the boat ramp? Yes No If yes, for what reason? _____

Will you/guests be swimming? Yes No If yes, do you plan to have a lifeguard? Yes No

Do you plan to use: Stove/oven Grill(s) None

(initial)

In submitting this request, the sponsoring member acknowledges that he/she has read and agrees to abide by all provisions of the Flotilla Operating Rules, as adopted by the Joint Governing Board of LMPS and the USCGA.

Signature of Sponsoring Member

Date

Approved by:

Signature of Approving Officer

Date

Name (Print)

Addendum to the LMPS Member Reservation Form for Flotilla Island

- 1) Use of Flotilla Island is restricted to LMPS and USCGA members, their spouses, dependents under age 21, and invited guests. Members should limit guests to a reasonable number, and the inviting member must accompany guests while on the Island. Everyone is expected to behave in an appropriate manner. Under all circumstances, members will be held responsible for the conduct of their guests and must ensure compliance with these rules and guidelines. Persons under age 18 are not permitted on Squadron property unless accompanied by and under the supervision of an adult member.
- 2) Any damage to the facilities resulting from misuse or abuse will be the responsibility of the member to repair or to pay any assessment imposed by the Board for the cost of such repair.
- 3) The Bridge requires all members and guests to comply with all federal, state and local laws, regulations and ordinances, especially those pertaining to responsible possession and/or use of alcoholic beverages, illegal drugs, firearms and others related to safety.
- 4) The combination to the lock to the entrance gate to the Island and the clubhouse door is not to be shared with any non-member, including vendors for USCGA or LMPS sponsored events or for private events, e.g., caterers; deliveries of tables, chairs, tents, etc.; or other non-members who may be assisting with the set-up for the event. A member must be present to admit such persons to the Clubhouse & Grounds.
- 5) Smoking is prohibited inside the clubhouse.
- 6) Restrooms, showers, picnic tables, grill area, parking area, docks and launching areas are not considered part of the facilities reserved and, accordingly, may be used during approved private events by members in good standing and their guests who are not part of the private event.
- 7) Members using the facilities are responsible for cleaning up afterwards, including the removal of all trash. No janitorial service or trash pick up service is provided at the Island. The member(s) shall remove all refuse from the Island and leave the building clean. All food is to be taken out of the refrigerator and removed from the premises as part of the clean-up. The member(s) must ensure that the clubhouse floor and the restrooms are left clean. The last member leaving the premises is responsible for ensuring the cleanliness of the facility and the locking of the clubhouse and the Island gate.
- 8) **The property must be left secure. This includes turning off all electrical switches/breakers, except those marked to the contrary, as well as turning off the HVAC. If the docks were used, turn off the electricity at the breaker box at the end of the dock, and turn off the water serving the dock. Whenever there is the possibility of freezing temperatures, the heating thermostat should be turned to its lowest setting, the water must be turned off and all waterlines, including those on the docks, drained (see instructions posted inside broom closet and well house). Lock all doors and secure all windows.**
- 9) Food and paper supplies stored in the kitchen are for the use of LMPS or USCGA sponsored events (according to which group purchased them) and are not intended for private use.
- 10) Pets are allowed on the premises but must be confined to the member's vehicle or boat or on a leash. Pets are not allowed inside the building. Pet owners must clean up after their pets.
- 11) The rule, DO NOT SWIM ALONE, applies to everyone using the Island. Swimming should be done in areas away from all boats and boating activity. No lifeguard is provided, so swimming is at one's own risk.
- 12) The discharge into Lake Murray of sewage or other unsanitary effluent, waste or garbage is a violation of federal and state law and is in violation of this policy.