

The Grosse Ile Pilot House

Historic WWII Officer's Club

9645 Groh Road • Grosse Ile, MI 48138

734.671.2295

www.gipilothouse.com

Rental Facility Fees And Information

Ballroom, Barlow Room, and Bar 150 capacity: \$450 rental fee
\$200 security deposit

Barlow Room and Bar 50 person capacity: \$250 rental fee
\$200 security deposit

General Information

- Fees are based on up to (5) hours use, including set-up and clean-up time.
- \$100 is charged for each additional hour.
- The total rental fee is due two weeks prior to the rental date.
- The security deposit is due upon application and is necessary to reserve the date.
- The security deposit is returned after the rental if the facility is left in good condition and it is determined that the rules and regulations were followed.
- Rules and regulations are provided at the time of application. All participants must abide by the rules and regulations.
- Cancellation Clause: In the event you cancel the scheduled hall rental for any reason, the deposit will not be refunded unless the hall is re-rented for another event of equal or greater value

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Rules and Regulations for Hall Rental

It is necessary for everyone using the Grosse Ile Pilot House facility to abide by the following rules. All participants must be informed of these rules.

Renters are expected to:

- Set up and break down own equipment, displays, DJ equipment, etc.
- Return moved equipment back to original position

Absolutely no tape, nails, pins, screws, bolts, etc, are permitted on any wall, ceiling, door or floor surface. No combustible decorations. No glitter.

- Sterno containers are permitted only for warming food. No open flame is allowed in the building. No cooking is permitted in the Ballroom or Barlow room.
- A clear path to egress to all exits doors must be maintained at all times.
- No dogs or animals allowed in building.
- No smoking is permitted inside any area of the Pilot House. The front porch may be utilized as your designated smoking area.
- At no time should any Pilot House equipment be removed from the premises.
- Vacate the premises at the specific time stated on agreed contract to avoid a late charge.
- Occupancy shall be maintained at posted capacity.
- The Grosse Ile Pilot House waives all responsibility concerning articles lost, damaged or stolen.
- Applicant/renter must notify Pilot House representative of cancellations.
- No alcohol permitted on premises without prior permission.

Requirements for Alcohol Use

Anyone serving alcohol at any event at the Grosse Ile Pilot House must provide a host liquor liability policy from their homeowners insurance company naming the Grosse Ile Pilot House and an additional insured for the date of the event. A copy of this policy must be submitted to the Grosse Ile Pilot House at least ten days in advance for review. Absolutely no alcohol may be served to anyone under 21 years of age.

Non-profit fund raising events must provide a bond permit from the state of Michigan (cost \$50) for any event. A special events liquor liability policy for \$500,000.00 is also required, naming the Grosse Ile Pilot House as additionally insured for the date of the event.

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Rental Application

Requested Date: _____ Day of the week: _____

Time: In _____ Out _____ (AM/PM) Number of people: _____

Will you be serving alcohol at this event? No Yes (see rules)

Specific Area Requested:

Ballroom, Barlow Room and Bar (150 capacity) _____ (initial)

Barlow Room and Bar (50 capacity) _____ (initial)

Activity: _____ Group Name: _____

Adult Person In Charge: _____ Phone: _____

Address: _____ City: _____

Hold Harmless Agreement

In consideration of the Grosse Ile Pilot House granting permission to the undersigned to utilize the Grosse Ile Pilot House banquet facilities, the undersigned hereby assumes all risk and liability relating to the utilization of said property during the period of time listed above and the undersigned agrees to hold harmless and indemnify the Grosse Ile Pilot House and its representatives, agents, and employees from all liability or responsibility whatsoever for injury (including death) to persons and for any damage to any Grosse Ile Pilot House property or others arising out of or resulting from the utilization of said Grosse Ile Pilot House property during the period listed above.

The undersigned further does hereby remise, release and forever discharge said Grosse Ile Pilot House, its representatives, agents, and employees from any and all claims, demands, actions, causes of action, damages and liabilities resulting or arising out of, either directly, or indirectly from utilization of said Grosse Ile Pilot House property during the period of time listed above.

I have received a copy of the Rules and Regulations and agree to abide.

Please Note: Completed form must be submitted for approval. Security deposit is due at time of application. Rental Fee is due a minimum of one week before rental date.

Signature: _____ Date: _____

Security Deposit: _____ Rec # _____ Method of payment _____

Rental Fee: _____ Rec# _____ Method of payment: _____