

## **Civitan Beach House Policies**

revised - 20201020

(For use by St Petersburg Civitan Foundation members)

### **Overview**

- The Civitan Beach House, located at 18604 Gulf Blvd, Indian Shores FL 33785, is owned by the St. Petersburg Civitan Foundation, Inc.
- The Civitan Beach House is a fundraising source for the St Petersburg Civitan Foundation.
- Members of the St Petersburg Civitan Foundation have responsibility for maintaining the Civitan Beach House (Active members of the St Petersburg Civitan Club are members of the Foundation.) To fulfill their responsibility members will have keys or coded access to the Beach House.
- The calendar for use of the Civitan Beach House is maintained by Lauren Heckert – Beach House Liaison. Members should contact him to reserve an event date, at (717) 542-9663 or [civitan19@gmail.com](mailto:civitan19@gmail.com).
- No member may access the beach house without a signed Hold Harmless Agreement on file with the Club Secretary.
- Members do not have access to the Beach House or parking lot when the property is reserved by a client.

### **Parking**

- All member vehicles shall display a member issued, St Petersburg Civitan Beach House Parking Permit which shall be viewable from the front window of the vehicle. These are issued by the Secretary after the new member has attended orientation, and Initiation Fees and Dues are paid.
- Overnight use of the Beach House or parking is prohibited.
- No vehicles over 20' in length nor any trailers (other than service vehicles) are permitted to park.

### **Venue Fees**

- Members must have been a member for at least 2 years OR have paid dues of eight (8) quarters to reserve the Civitan Beach House.
- Members' receive a 20% service discount for reservations; events for more than 30 persons require a fee (see below). Cleaning is included which is done prior to any event.
- Member reservations for Friday, Saturday & Sunday dates require a facility fee. Cleaning is included.
- Monday – Thursday are available for members' facility review visits.
- Members may utilize the Civitan Beach House for maintenance and security reviews (Monday-Thursday) on dates when no client reservation is booked.
- Members entering the Beach House for any reason are requested to sign the Sign In Sheet. This will be posted near the front entrance door. The purpose is to assist in documenting the Beach House usage, the lock-up process and any needs for maintenance of the property.

### **Venue Fee**

<b>Day of Week:</b>	<b>Civitan Members</b>	<b>Downpayment</b>	<b>Designated Holidays (Day Of)</b>		<b>Sunday Prior To</b>
Monday-Thursday	\$ 640	\$ 300	New Year's Day	Labor Day	ML King Birthday
Friday & Sunday	\$ 1,120	\$ 500	Valentine's Day	Thanksgiving	President's Day
Saturday & Holidays	\$ 1,520	\$ 500	St. Patrick's Day	Christmas Day	Columbus Day
			Easter	New Year's Eve	
			Memorial Day		

In order to reserve the Civitan Beach House for a specific date in the future, a non-refundable deposit, payable to the 'St Petersburg Civitan Foundation' of \$500 or 50% of the venue fee is required, whichever is less. If the event is canceled, the deposit may be applied to future date or will be recorded as a donation to the Foundation. The balance of the fee is due and payable 30 days prior to the event date along with a Certificate of Insurance. The St Petersburg Civitan Foundation Board may, by a vote, approve to waive all or part of the rental fee and/or the catering requirement to approve use of the Beach Club facility as an in-kind donation to local charitable organizations (registered in the State of Florida) which support the mission of the Foundation.

The St Petersburg Civitan Foundation is a charitable organization registered in the State of Florida. The purposes of the St. Petersburg Civitan Foundation are to serve persons with developmental disabilities by supporting medical research directed towards the cure and treatment of developmental disabilities and by improving the lives of persons with developmental disabilities through the advancement of education and training programs; to support the development of an educated community through scholarship awards programs for students pursuing undergraduate and graduate degrees; and to support and promote local non-profit organizations whose missions further that of the Foundation.