

Orkney Sailing Club (The Girnel) – Private Function Booking Instructions

The Girnel (upstairs) is available to hire for private functions, below is a list of regulations to support the successful running of functions.

Capacity of The Girnel is 100 people. There should be no more than 100 people invited to a function.

A booking form will be completed prior to the function, and will be returned no later than 1 week prior to the function date.

No birthday parties under 21 years are permitted.

Members or Associate Members of Orkney Sailing Club are deemed to be the 'responsible person' and will take responsibility for any damaged to the club during a function.

In the event that a booking is made for a non-member of Orkney Sailing Club, they will nominate a responsible person whose details will be held by Orkney Sailing Club and in the event of problems this person is deemed responsible.

Each function will have a list of names of invitees.

Non-member fees for hiring The Girnel will be set at £20 per hour. This includes bar staff, consumables.

Bar staff will arrive 30mins prior to the start time of the function. This will allow bar staff time to stock the bar and ensure it is fully operational by the allocated start time of the function.

Staff will stay 30mins after all invitees have left to tidy/clean the function room.

Where these guidelines vary is the occasion that the Sailing Club is being hired for charitable purposes, i.e. a sports club race night. On these occasions OSC will ask for a volunteer club member to cover the bar. The charity will make a donation of £10 to cover running costs, (lights, toilet roll, heating etc).

Orkney Sailing Club booking administrator is:-
Katie Ross – orkneysc.bookings@gmail.com

The Orkney Sailing Club Committee is:

- David Clouston – orkneysc.commodore@gmail.com
- Richard Flett – orkneysc.vice@gmail.com
- Kazia Watson – orkneysc.treasurer@gmail.com
- Duncan Macnair – orkneysc.secretary@gmail.com
- James Clouston – orkneysc.members@gmail.com
- Ian Hutchison
- Dave Stevenson
- Callum Rendall
- Ian Rushbrook
- John Tulloch
- John Orr