

Bay City Boat Lines

Princess Wenonah & Islander



**2020 PRINCESS WENONAH
PRIVATE CHARTER PACKAGE**



Princess Wenonah



Entertainment Welcome



Saginaw River Routes



Friendly Staff



Princess Wenonah



Hors d'Oeuvres, Luncheon and Dinner Buffets



Passing through Draw Bridges

Bay City Boat Lines

Princess Wenonah & Islander

BOOKING INFORMATION

Thank you!

We appreciate the opportunity to provide you and your guests with an experience that leaves you wanting to return again and again.

Who We Are

Since 1998, Bay City Boat Lines has provided private charters and public and private tours aboard the converted car ferry Princess Wenonah. Soon after the Islander joined the fleet and provides services for smaller parties.

Bay City Boat Lines is a family owned and operated business. Our crew is experienced and eager to provide excellent service for your private event.

Charter Rates

Rates for private events vary by date, vessel, time of day and length of event. See Rate Chart for details. Boarding may begin up to one half-hour prior to departure.

Reservations

A 25% deposit and signed contract is required to reserve a date. The charter balance is due 45 days before the event.

Catering

Complete catering service is booked directly through Bay City Boat Lines. Several menus are available and are priced per person. See Catering Menus for available options.

Bar Service

Each vessel holds a liquor license and has a fully stocked bar. We offer several options including: Cash Bar (no cost to host), Open Bar (host runs a tab for event), Drink Tickets (redeemed for beverages at host's expense) or any combination of those options.



Entertainment

A \$25 Fee for hosting a Live Band or DJ will be assessed for required music licensing and power usage. Need help finding entertainment? Referrals are available.

Event Setup

We provide a basic setup including 7 large round tables with chairs at no charge. Additional guest tables with linen available, see contract for details. We are happy to discuss your special set up needs. Plenty of chairs and benches provided with or without additional tables at no charge.

Setup begins one hour before departure for decorating and entertainment load-in purposes. Additional set up time is \$200 per hour, if available.

Reservations and Information

Bay City Boat Lines LLC
Mailing: 1020 North Water Street
Bay City, MI 48708

Contact: Michelle Judd 989-891-2628

michelle@baycityboatlines.com

2020 SEASON CHARTER RATES AND PERIODS

S	M	T	W	TH	F	S
MAY					15	16
17	18	19	20	21	22	23
24	MEM. DAY 25	26	27	28	29	30
31						
JUNE					5	6
7	8	9	APPS & ALES 10	11	12	13
FATHER'S DAY 14	15	16	17	18	EVE NOT AVAIL 19	20
21	22	23	24	25	EVE NOT AVAIL 26	27
28	29	30				
July					EVE NOT AVAIL 3	4
5	6	7	8	9	EVE NOT AVAIL 10	11
12	13	14	15	16	EVE NOT AVAIL 17	18
19	20	21	22	23	EVE NOT AVAIL 24	25
26	27	28	29	30	EVE NOT AVAIL 31	
AUGUST						1
2	3	4	5	6	EVE NOT AVAIL 7	8
9	10	11	12	13	EVE NOT AVAIL 14	15
16	17	18	19	20	EVE NOT AVAIL 21	22
23	24	25	26	27	EVE NOT AVAIL 28	29
30	31					
SEPTEMBER					EVE NOT AVAIL 4	5
6	LABOR DAY 7	8	9	10	EVE NOT AVAIL 11	12
13	14	15	16	17	EVE NOT AVAIL 18	19
20	21	22	23	WINE WALK 24	EVE NOT AVAIL 25	26
27	28	29	30			
OCTOBER					1	2
3						
4	5	6	7	8	9	10
11	12	13	14	15		

PRINCESS WENONAH

MINIMUM 50 PASSENGERS FOR DAYTIME CHARTERS
 MINIMUM 100 PASSENGERS FOR EVENING CHARTERS
 MAXIMUM 150 PASSENGERS AT ALL TIMES
 MINIMUM SPEND FOR CATERING AND/OR BAR SERVICE
 MAY BE REQUIRED IN ORDER TO BOOK A PRIVATE EVENT
 EVES & WKND'S OR IF ATTENDANCE FALLS UNDER 100

	A	B	C
DAYTIME 2 Hours In by 4pm	\$1300	\$1000	\$900
DAYTIME 3 Hours In by 4pm	\$1650	\$1350	\$1250
EVENING 2 Hours after 6pm	N/A	N/A	\$1250
EVENING 3 Hours after 6pm	\$2100	\$1700	\$1600
EVENING 4 Hours after 6pm	\$2450	\$2050	\$1950

CATERING: Not included in charter rate. Variety of menus and prices ranges available.

BAR SERVICE: Full bar available, drinks not included in charter rate. See contract. All beverage service provided by Bay City Boat Lines.

ENTERTAINMENT: Band/DJ welcome. License fee applies of \$25 applies for live entertainment.

DEPOSIT: 25% deposit on charter and signed contract required to reserve. Balance due 45 days in advance of event. 25% catering deposit due 45 days in advance of event. Catering balance due upon event completion. Established corporate accounts may be billed.

EXCLUDED DATES: We reserve the right to exclude certain dates from availability for private charters and instead offer public events and cruises.

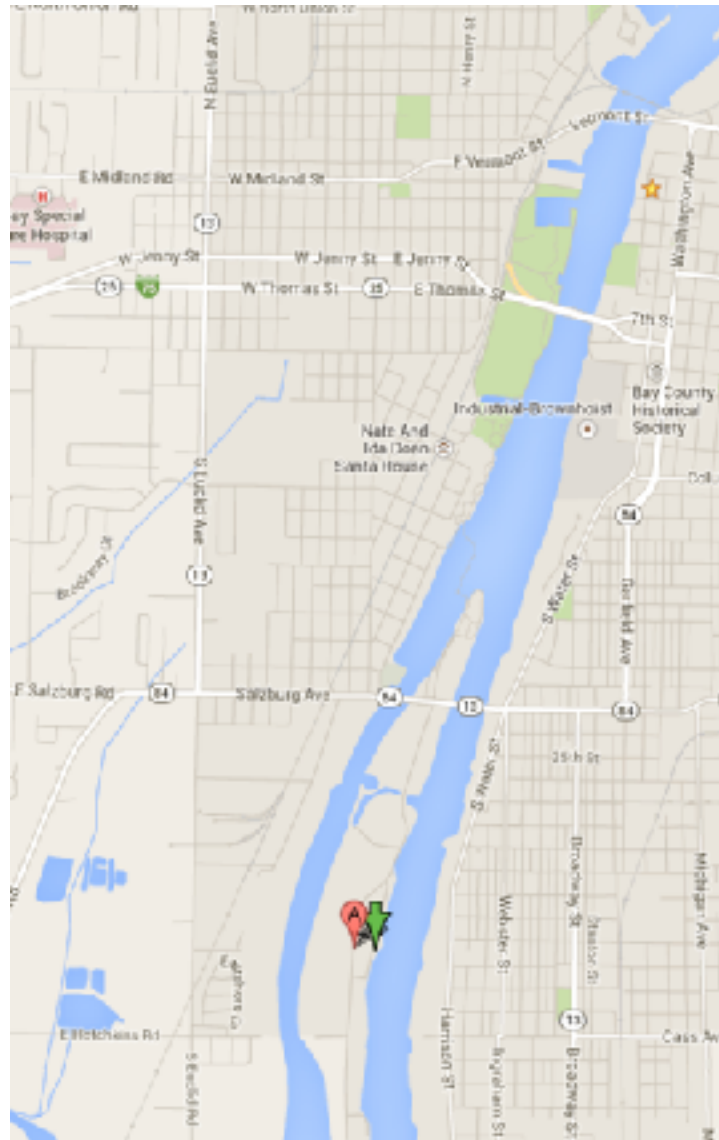


Middlegrounds Dock (at Scotty's Sand Bar)

Used for most public and private events. Check your event ticket to verify boarding location. Free on-site parking at this location. The dock is located on the river at Scotty's Sand Bar on the Middlegrounds Island. The address is 1201 Evergreen Drive, Bay City, MI 48706. Be aware that GPS mapping to this address is not always accurate.

From I-75/US-23 take exit 162A toward Downtown Bay City. Follow M-25 approximately 2 miles to Euclid Avenue and turn right (south) onto Euclid. Follow Euclid about 1 mile to Salzburg Avenue (M-84). Turn East on M-84/Salzburg about 1/2 mile to the Lafayette Street Bridge. At the Boys and Girls Club, turn South on to Evergreen Drive and follow about 1/2 mile to Scotty's Sand Bar on your left.

***From the East or M-25:** Follow M-25 into Bay City. M-25 becomes Center Avenue. Follow Center Avenue to the traffic light at Madison Avenue. Turn left and follow the M-25 routing to Washington Avenue. Turn left onto M-84 Washington Avenue. Follow approximately 1 mile to Lafayette Avenue and turn right, following the routing for M-84. Continue approximately 1/2 mile onto the Lafayette Street Bridge. turn South on to Evergreen Drive and follow about 1/2 mile to Scotty's Sand Bar on your left.



*** There may be construction on the Lafayette Bridge East Span in 2020. Please check for road closures before traveling from the east. Alternate route: M-25 to Wenona to Salzburg to Evergreen.**

Business Office: 1020 N. Water St. ~ Bay City, MI 48708 ~ Phone: 989-891-2628 ~ www.baycityboatlines.com
Dock Location for Vessel Boarding: 1201 Evergreen Drive on Middlegrounds Island, Bay City, MI 48706

Bay City Boat Lines is regulated by a number of government entities, including the United States Coast Guard, Michigan Department of Natural Resources, Michigan Liquor Control Commission, and the Bay County Health Department, just to name a few.

All persons and belongings are subject to inspection. Purses, pockets, jackets, coats and bags are subject to inspection by the crew at time of boarding. Once aboard the vessel, passengers may not disembark and re-enter the premises.

We may require identification from any individual wishing to board.

Additionally, some events may not be open to persons under age 21, at the discretion of Bay City Boat Lines. We may check ID at the door and disembark minors.

Please be aware of a few items that ARE NOT allowed to be brought aboard the vessel by passengers:

Food and Beverage of any kind, including alcohol
Coolers of any kind (including soft-sided insulated bags)
Knives and weapons
Large parcel, bags, etc.
Entertainers should be informed that their equipment is also subject to inspection

The following items ARE allowed to be brought aboard the vessel:

Medical supplies are allowable for documented medical conditions
Necessary care items for infants and children
Cell phones, cameras and binoculars may be brought aboard

It is helpful to inform your guests of our requirements prior to your cruise so they are able to comply with minimal inconvenience.

Any questions regarding allowable items should be asked prior to your event.

Bay City Boat Lines

Princess Wenonah & Islander

SEASON 23 • 2020 BOOKING AGREEMENT PRINCESS WENONAH

Organization Name _____
 Contact Person _____
 Address _____

 City _____ State _____ Zip _____

Phone 1 _____
 Phone 2 _____
 Phone 3 _____
 Fax _____
 Email _____

Reservation Date _____

Number of Guests Expected* _____

**The "Princess Wenonah" is licensed by the U.S. Coast Guard to carry 150 passengers, plus our crew. Please remember to count entertainers and other service personnel who are not staff of Bay City Boat Lines towards the 150 passenger limit.*

Purpose of Charter

Bay City Boat Lines reserves the right to approve all uses of the vessel and to cancel or reject any function deemed not acceptable

Preferred Route _____ Downriver - North toward B _____ Upriver - South toward Saginaw

Route subject to change based on captain's discretion due to weather, river or bridge traffic, etc. Default route is assumed to be North towards the Saginaw Bay if no preference is indicated

Setup Time:

Setup begins 1 hour before departure for crew/host/entertainer ONLY.

Boarding:

Guests may begin boarding up to one 1/2 hour before departure time, under direction of the crew.

Departure and Return Time:

We cruise for the entire time you have reserved for your charter, unless you choose to spend some or all of your charter time at the dock. Normal charter rates apply to docked portion of cruise.

Charter Rate/Extra Setup:

See Charter Rate & Information Sheet for appropriate charter fee. If available, extra set up time prior to event is billed at \$200 per hour.

Extra Tables/Entertainment Fee/Miscellaneous

If known, table setup can be added here. If unknown, tables may be billed with catering on a separate invoice. Add \$25 for music license and power if entertainment will be scheduled. Misc: Alternate pickup location fee \$500 and/or outside catering fee \$350. Both subject to availability and approval.

Charter Deposit:

Minimum deposit of 25% due with reservation. Non-refundable if charter is cancelled less than 45 days in advance. Reservations made less than 45 days in advance are must be paid in full at the time the reservation is made. See page 3 for complete cancellation policy.

Estimated Balance and Due Date:

Balance is due 45 days before your charter date. Please make a note of balance due date. We may not send a reminder notice.

Setup Time _____ am/pm

Boarding Time _____ am/pm

Departure Time _____ am/pm

Return Time _____ am/pm

Charter Rate \$ _____

Extra Setup \$ _____

Extra Tables (pg. 2) \$ _____

Entertainment Fee (pg. 3) \$ _____

Miscellaneous \$ _____

Estimated Total \$ _____

Deposit Amount \$ _____

Date Paid _____ / _____ / _____

Payment Type _____

Estimated Balance \$ _____

Due Date _____ / _____ / _____

Business Office: 1020 N. Water St. ~ Bay City, MI 48708 ~ Phone: 989-891-2628 ~ www.baycityboatlines.com

Dock Location for Vessel Boarding: 1201 Evergreen Drive on Middlegrounds Island, Bay City, MI 48706

CLEANING DEPOSIT SCHEDULE:

Cleaning/damage deposit will be applied to repair damage caused beyond normal and to cleaning of the vessel beyond normal circumstances. Any unused portion of the deposit will be refunded within 7 days of final cost determination. Cleaning deposit is due 14 days before charter. Please provide a separate check for cleaning deposit, or a credit card which we will authorize for the appropriate amount. We will not cash your check or charge your card under normal circumstances. If no excessive cleaning or damage has occurred, your check will be returned to you within two weeks after your charter. If management waives the cleaning or damage deposit at the time of your reservation, Bay City Boat Lines reserves the right to bill appropriate damage and/or cleaning charges if necessary after your charter.

CLEANING DEPOSIT SCHEDULE:

Up to 50 Passengers	\$50.00
Up to 100 Passengers	\$100.00
Over 100 Passengers	\$200.00

Date Due: _____
 Payment Type: _____

BAR SERVICES:

The Princess Wenonah is a licensed premise. All beverages, including water and soft drinks MUST be purchased on board. No alcohol other than that purchased from our premises allowed on board pursuant to MLCC regulations and State of Michigan law. Host is responsible for informing guests of this regulation. Discovery of alcohol (or any other illegal substances) brought onboard by guests may result in immediate cancellation of your event and return to dock with no refund. Passengers and belongings may be inspected before boarding.

Payment for open bar service is expected at the conclusion of your outing, or you may pre-authorize a credit card payment in advance for estimated charges. Corporate clients may be invoiced for bar service if arrangements are made prior to event. 18% gratuity also applies to drink tickets which are redeemed for beverages. You may choose to have an open, or hosted bar, where all beverages served are billed to the host. You may have a cash bar where guests purchase their own beverages. You may choose to combine the open and cash bars or allow guests to redeem drink tickets you provide for beverages. Keg beer and other "common source" alcohol not available. All beverages are single servings.

Bartenders, all bar supplies and sales tax included in all drink prices. Bottles of champagne and other special items also available upon request. Automatic 18% Gratuity added to open bar invoices and drink ticket charges. Prices include Michigan Sales Tax.

CHOOSE CASH OR OPEN BAR FOR EACH ITEM

If using drink tickets, select allowable items under "Open Bar" and check here

CASH BAR		OPEN BAR	
<input type="checkbox"/>	\$1.50 SOFT DRINKS	<input type="checkbox"/>	\$1.25
<input type="checkbox"/>	\$4.00 REGULAR BEER	<input type="checkbox"/>	\$3.50
<input type="checkbox"/>	\$5.00 PREMIUM BEER	<input type="checkbox"/>	\$4.50
<input type="checkbox"/>	\$5.00 OTHER/MISC	<input type="checkbox"/>	\$4.50
<input type="checkbox"/>	\$5.00 MIXED DRINKS	<input type="checkbox"/>	\$4.50
<input type="checkbox"/>	\$6.50 MIXED DRINKS	<input type="checkbox"/>	\$6.00
<input type="checkbox"/>	\$8.00 SPECIALTY	<input type="checkbox"/>	\$7.00
<input type="checkbox"/>	\$5.50 WINE SPLITS	<input type="checkbox"/>	\$5.00

Other/Misc: May include wine coolers, hard lemonades, spiked sparkling water, etc.

Mixed Drinks: Standard One Shot Pour with mixer (pop or juice) are \$5 and include Tanqueray, Tito's, Bacardi, Captain Morgan, Seagrams VO, Jack Daniels, etc. \$6.50 priced Mixed Drinks include Martinis, Manhattan, Bailey's, Kahlua, etc.

Specialty: Includes Margarita, Bloody Mary, Long Island, Long Beach & similar cocktails.

TABLE RENTAL:

All chairs provided at no charge, arranged on both decks of the vessel. Any tables desired must be ordered specifically for your party. Up to 7 large round guest tables will be provided at no charge, and any additional tables will be charged according to the rental fees at right. Rental charges include setup and takedown of tables by our staff. We will help you plan the best table arrangement for your party based on your guest count and other needs. **Linen tablecloths are not included but can be added if ordered at least 2 weeks in advance.** Contact office for linen pricing. Suggested seating for guests is a mix of large and small round tables, usually with more large than small. Large rounds (5' diam.) are typically set for 8 guests, but can be set for up to 10. Small rounds (4' diam.) are typically set for 6 guests but can be set for up to 8 guests. Small rounds or small banquet tables work well for registration, cake or gift tables. Maximum 9 sm rounds available.

SELECT TABLES DESIRED:

Number Needed		Price
<u>7</u>	Lg 5' Round n/c	<u>No Charge</u>
_____	Sm 4' Round	\$5 _____
_____	Lg 8' Banquet	\$7 _____
_____	Sm 6' Banquet	\$5 _____
_____	Skirting	\$5 _____
_____	Tablecloths	\$5 _____
	Total	_____

ENTERTAINMENT

Entertainers may be hired at the discretion of the host. Host and entertainer are responsible for setup, care and removal of any equipment brought on board. Power cords and equipment shall not obstruct traffic lanes aboard the vessel.

Entertainers may board vessel up to one hour prior to departure to set up. Equipment and personnel expected to vacate premises within 1/2 hour of paid, scheduled return to dock.

Type: Band DJ Service
Other None

Name _____
Contact _____
Phone _____

Add License Fee \$25 _____
(Add only if band or DJ is expected)

CATERING:

Due to Health Department regulations potluck and homemade food not allowed. All catering arrangements must be made through Bay City Boat Lines' contracted catering service. Please see catering menu for selections available. We will be happy to discuss your special needs.

25% deposit on estimated catering due 45 days before event. Final head count due 7 days before your cruise. Balance of catering due at the conclusion of your event. 6% sales tax and 18% service charge applies. You will be charged for the number of guests reserved for 7 days in advance or number of guests served, whichever is GREATER. Final count NOT subject to reduction. A \$350 fee will be assessed if you opt to book a caterer outside of our usual contracted provider. Alternate caterer must be pre-approved by Bay City Boat Lines, provide catering staff, all supplies and evidence of workman's comp insurance with no exclusion for water borne activities.

Catering Yes No

Type of Menu: _____

Estimated Number of Guests for Catering _____

Menu Selection and 25% Deposit for In-House Catering is due 45 days before event.

VESSEL ACCEPTABLE USE:

Bay City Boat Lines reserves the right to restrict the use of the vessel to persons, businesses and organizations it deems to be financially and legally responsible, and of good character. Furthermore, Bay City Boat Lines reserves the right to limit the type of activities and functions scheduled onboard to those which are responsible, legal and are in keeping with the standards of the company.

For parties who wish to host an event where tickets are issued, for monetary or other compensation, or at no charge, prior permission must be obtained from Bay City Boat Lines. Any advertisement, literature, signage, tickets and other promotional materials are subject to approval by Bay City Boat Lines in advance of distribution. In addition, we may require a passenger list to be provided identifying persons who will board the vessel for your event.

Permission for ticket sales will generally be given to recognized organization for fundraising events tied to a specific non-profit or charity. Approved events may be advertised on Bay City Boat Lines website, at our discretion.

Events that are found to be promoted in a manner unacceptable to Bay City Boat Lines will be cancelled. Likewise, events that promote unacceptable or illegal activities while underway, or those which Bay City Boat Lines finds contrary to our reputation will be terminated and returned to dock without refund for unused portion of trip.

Organization Name		
Responsible Person	Driver's License	State
Who will tickets be offered to?	Will a written guests list be kept?	
How will tickets be sold?	Ticket Price?	

(FOR OFFICE USE ONLY) Approval for Ticket Sales Given by _____

DEPOSITS/PAYMENTS/CANCELLATION:

25% deposit required to hold reservation. Reservations made less than forty-five (45) days in advance must be paid in full at time of reservation. Deposit non-refundable if reservation is not cancelled in writing within forty-five (45) days prior to charter date. Reservations cancelled less than thirty (30) days prior to charter will incur a charge of 50% of contracted charter. Reservations cancelled less than fourteen (14) days prior to charter will incur a charge of 100% of contracted charter plus 25% of estimated catering. Cancelled dates that we are able to re-book are eligible for a refund of payments made in excess of the 25% non-refundable deposit. Balance of charter contract is payable not less than forty-five (45) days prior to charter date. WE RESERVE THE RIGHT TO CANCEL CHARTERS NOT PAID IN FULL FORTY-FIVE (45) DAYS PRIOR TO CONTRACTED CHARTER DATE.

COMPANY POLICIES:

Applicant is responsible for any and all parties brought on board and agrees to adhere to the rules and regulations set forth by the Captain and crew of "Princess Wenonah". Applicant agrees to comply with any and all local, state, or other governing bodies pertaining to activities on the vessel during its chartered hours. Applicant responsible for additional fees for security personnel or similar services if deemed necessary by management for your event. The "Princess Wenonah" is licensed by the U.S. Coast Guard to carry 158 persons on board, including your guests, our Captain and crew, caterers and other personnel. Our passenger limit (anyone who is not official Bay City Boat Lines personnel) is 150 guests.

Vessel departs rain or shine. Cancellation of charter due to weather is an extremely rare circumstance and cancellation shall only be made by the Captain and management of the vessel, and will be determined at time of departure. In the event of any circumstances which cause the vessel unable to operate including but not limited to mechanical failure, repairs, order of governing bodies, or management concern for safety of the passengers or crew, reimbursement will be limited only to a refund of money paid to Bay City Boat Lines, LLC. In the event of a necessary unforeseen early return, any refund will be pro-rated based on length of time actually used. If return to dock or cancellation of cruise is necessitated by actions or misconduct of host or any guests or is requested by host for any reason, no refund will be given.

Per Michigan State Law, there is NO SMOKING PERMITTED at any time aboard the Princess Wenonah.

ACCEPTANCE:

I have read and understand each section of the above contract and agree to abide by the rules and regulations set forth Further, I agree to make all payments in a timely manner.

APPLICANT:

BAY CITY BOAT LINES AGENT:

SIGNATURE

SIGNATURE

PRINTED NAME

PRINTED NAME:

DATE:

DATE:

Please complete the following if you wish to use a credit card.

Party Name _____ Vessel _____

Date _____ Time _____

I authorize use of my credit card for the following:

Check all that apply:

- Charter Deposit (25%) upon reservation
- Estimated Charter Balance upon due date
- Catering Deposit (25%) upon due date
- Catering Balance upon event completion
- Beverage Service charges upon event completion
- Guarantee of cleaning/damage deposit

Cardholder Name _____

Billing Address _____

City _____ State _____ Zip _____

Contact Phone Number _____

Card Number _____

Expiration Date _____

Security Code _____

Found on reverse of card, usually last 3 digits on signature panel

Authorized Signature _____

Mail to: 1020 North Water Street, Bay City, MI 48708

Email to: michelle@baycityboatlines.com