

## Captain's House Information and Booking Terms

### Booking Fee / Deposit (will be transferred back to you after 3 working days after the event)

- **Mon–Thu:** The booking fee is **100 EUR**.
- **Fri–Sat:** The booking fee is **200 EUR**.
- The booking fee should be transferred to **Tallinna Veespordi Klubi MTÜ**, account **SEB bank IBAN EE441010220194410224**.
- **Reference:** Please include the event date (dd.mm.yyyy) and the name of the booker or company.
- Before making the transfer, please confirm via telephone or email that your desired date is still available.
- Payment for rent and catering can be made on-site before the event starts (in cash) or in advance via bank transfer.
- The booking fee will be refunded in full within **3 working days** after the event has taken place.
- If necessary, the cost of broken or missing items, as well as overtime fees, will be deducted from the booking fee.

### General Rules

- The person booking the event must be at least **21 years old**.
- Hosting birthday parties for individuals under 21 is prohibited at Captain's House, except by special prior agreement.
- Subletting or handing over the house to third parties is not permitted. If it is discovered that the booker has handed over the premises, the event will be terminated immediately.
- The booker is responsible for all Captain's House property. By paying the booking fee, you confirm that you have read and accepted these terms.

### Event Duration and Overtime

- The house and grounds must be vacated no later than **01:15**.
- For every 30 minutes exceeded after 01:15, a **30 EUR waiting fee** will be charged.
- You may arrive **30 minutes** before the start of your booking. Arrival time must be agreed upon in advance.
- If you do not arrive at the agreed time and have not ordered our catering, a fee of **15 EUR** will be added for every started half-hour of waiting.

### Cancellation

- Cancellation via email at least **50 days** prior to the event is free of charge, and the booking fee will be refunded to the same account it was received from.
- For cancellations made less than 50 days before the event, the booking fee is non-refundable.

### Self-Catering Terms

- If you bring your own food and drinks, you must bring your own tableware/dishes.

- All house equipment used (trays, bowls, knives, etc.) must be washed and clean by the end of the booking time.
- Tables must be cleared, and all trash must be placed in the bins.
- A fee of **25 EUR** applies if you wish for us to handle the cleaning of tables and food waste or used kitchen equipment..
- All personal belongings must be taken with you on the same evening.

### **Using External Catering**

- If you hire an external catering company, the booking fee is **200 EUR**.
- The catering company must remove all their equipment by closing time, unless a separate agreement is made for the following morning.
- A fee of **25 EUR** applies for any separate access required the following morning.

### **Our Catering**

- We offer full-service catering only. If our catering is ordered, bringing your own food to the table is prohibited.
- All food is prepared on-site using chemical-free ingredients.
- When ordering our catering, we provide tableware only for the dishes ordered.
- If you order at least 2 snacks, a main course, and a dessert, we provide up to three different types of glasses (wine, water, cognac, or vodka glasses) upon request.

### **Sauna Rules**

- The sauna heater is turned on at the earliest upon your arrival.
- Do not flood the heater or pour water anywhere other than on the stones.
- The sauna is ready in approximately 1 hour.
- Washing supplies are provided; please bring your own towels (rentals available with prior booking).
- Children under 12 must not be in the sauna without supervision, even when it is not turned on.
- Climbing on the roof of the sauna boat is strictly prohibited.
- Using a "viht" (birch whisk) is not allowed as the sauna has windows.
- Glass containers are not allowed in the sauna; please use plastic cups.

### **Fines and Penalties**

#### **100 EUR Fine (in addition to the cost of broken items):**

- Vomiting or urinating inside the house or on the terrace.
- Breaking glass items in the sauna.
- Throwing stones into the water within the harbour territory.

- Smoking in prohibited areas.

**25 EUR Fine:**

- Staining tablecloths with candle wax.
- Causing holes in tablecloths.
- Failure to clear tables when self-catering.
- Requiring a separate visit for forgotten items.