



Cruise Host Guidelines

The cruise host is responsible for planning and facilitating group events during a Club Cruise. Group events can include happy hours, dinner arrangements (potluck or restaurant reservations), potluck dessert, group breakfasts, scavenger hunts, games (i.e. corn hole), group exercise, or anything else you think of.

The Club will provide any plates, napkins, cups, flatware, serving pieces, garbage bags and tables needed for the group events. The host is responsible for contacting either the Commodore, Vice Commodore or Rear Commodore to make arrangements to pick up the necessary items and return unused items and the tables after the cruise.

Each cruise host will be reimbursed by the Club for actual expenses incurred by the host for such things as ice, a signature drink, group appetizers, breakfast items, game prizes, etc. For 2025, you may be reimbursed for expenses up to \$75 per destination. To request reimbursement, send an HBYC Reimbursement Request Form¹ along with copies of detailed receipts containing only Club expenses to treasurer@hbyc.org. Fuel and other personal expenses will not be reimbursed. Any leftover items paid for by the Club are to be returned to the Club after the cruise. These items will be used at a future event.

The number of group events will vary based on the duration of the cruise. Group events for optional nights are at the discretion of the host. For one-night cruises (e.g. Sat night stay, Fri/Sun optional), group events should be planned for Saturday evening and possibly Sunday morning. For two-night cruises (e.g. Saturday & Sunday night stays (Friday and Monday optional), group events should be planned for Saturday & Sunday evenings as well as Sunday morning. For four-night cruises, group events should be planned for all evenings. Breakfasts may be appropriate on days that we are not travelling.

If a host decides that a potluck dinner or breakfast is appropriate, they are requested to utilize the Club's SignUp Genius account to specify food selections and the signup process. Don't worry if you are not familiar with SignUp Genius – there are a number of people who can help set the cruise needs up on the platform.

If you have questions or concerns, please contact fleetcaptain@hbyc.org.

¹ The Reimbursement Request Form will be sent to each host by the Fleet Captain.