

**Group/Client Information**

Group Name	Empire City M.C.
Mailing Address	10 West 15 <sup>th</sup> Street, Suite 609
City, State, Zip	New York, New York
Group Phone	212 929-4390
Group Email	EmpireCityMC@yahoogroups.com
Group Website	http://www.empirecitymc.com/

**Contact information that can be published and given to the public, if different from above**

Not the mailing address nor phone # please.
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**Meeting Information**

Name of Meeting	Empire City Motorcycle Club		
Brief description	Gay Men's Motorcycle Club		
Day of the week	First Wednesday of the month	Frequency	Once per month
Meeting start time	8:00 PM	Meeting end time	9:00PM
Total billable time	1 hour	Anticipated attendance	12-15
Typical recurring room	Medium sized		
Open to the public?	Circle one: Yes	List as "closed"?	Circle one: No
Sidewalk ushers required?	Circle one: No	Number required	

**Group Representative Information**

Name	Mark Wind
Address	10 West 15 <sup>th</sup> Street, Suite 609 NYC, NY 10011-6821
Phone	917 769-6630
Email	wind@nyct.net

**Person(s) Authorized to Reserve Rooms**

Name	Phone	Email
Mark Wind	917 769-6630	wind@nyct.net
Chaz Antonelli	646 827-6222	chazantonelli@gmail.com

**Treasurer/Responsible Payer Contact Information**

Name	Mark Wind
Address	10 West 15 <sup>th</sup> Street, Suite 609 NYC, NY 10011
Phone	917 769-6630
Email	wind@nyct.net

User Fee

Rate Per Meeting	\$30.	For Center Use Only	\$	%
Payment Schedule	Circle one:    Monthly    Pre-paid (____ see note _____)			

Additional Notes

\$15 per month has been pre-paid through December, 2015

Payment Information

The bullet points below detail our policy regarding Center credit, payments and past due balances.

- A current account has no balance over 30 days old.
- A group that falls more than 60 days behind in their payments will be automatically suspended.
- Any new payments will be applied towards the outstanding balance first.

All questions about past meeting dates, payments, setting up a payment plan or any other account transactions should be addressed to [billing@gaycenter.org](mailto:billing@gaycenter.org).

In order for The Center to be here and available for everyone's use, it is important that all community users maintain their accounts responsibly.

Payment methods

If you are paying with a credit card, please call Accounts Receivable at 212.620.7310 (press option 3), Monday-Friday, 10am-6pm; a staff member will take the credit card number over the phone.

If you are paying with a check, please make it payable to "The LGBT Community Center" and mail to:

The LGBT Community Center  
Accounts Receivable  
208 West 13<sup>th</sup> Street  
NY, NY 10011

Or, if you would like to pay with cash, you may stop by during office hours, Monday-Friday, 10am-6pm, and the office receptionist will give you a receipt.

**Documents Incorporated by Reference**

This agreement includes by reference the following documents in the form existing at the time of the signing of this Agreement:

- General Guidelines
- Terms and Conditions
- Code of Conduct
- User Group Pledge of Non-Discrimination
- Good Neighbor Pledge
- Construction Alert.

**Signatures**

By signing below, Client's representative acknowledges that he/she has authority to enter into agreements on behalf of Client, and that he/she has received, read and fully understands the above Agreement and the documents included by reference.

For Client (print name)	For Center (print name)
Signature	Signature
Date	Date