



Private Charter and Reception Details and FAQ

We want your event aboard *Spirit of South Carolina* to be a successful event! *Spirit of South Carolina* staff and crew are available to help coordinate arrangements for your event. Please contact us at captain@spiritofsc.org if you have any questions about hosting a sailing charter or dockside reception.

Catering

See our [Catering Guidelines](#) for information about setup and breakdown; electricity; cooking facilities; refrigeration; availability of water and ice; trash; and tables, chairs, and service ware. *Spirit of South Carolina* can provide a list of recommended caterers for events in Charleston. Remember that catering personnel must be included in your total guest count (32 for a sailing event or 100 for a dockside event).

Guest Registration Required

Everyone who will be on board the ship for the event must register in advance through the spiritofsc.org web page. *Spirit of South Carolina* staff will provide a unique URL for event registration. Each guest will be required to provide their first and last name, email address, cell phone number, and zip code.

- **Names** because the U.S.C.G. requires that we have a copy of the passenger manifest in our office and on the ship
- **Emails** so that we can send out logistical information about the event in advance • Cell phone numbers so that we can contact guests should event details change or should the event be canceled (e.g., due to weather); or, for sailing charters, contact any guests who haven't arrived at the designated boarding time to find out if the ship should wait for them
- **Zip codes** help us to determine the demographics of our audience (required for grant reporting)

We are always trying to improve the experience that guests have aboard *Spirit of South Carolina*. We may send each guest a brief post-event survey. Guests may be added to our email list, but they may unsubscribe at any time.

We will never share or sell anyone's personal information.

Guest Name Tags

If your guests don't know each other, it often helps to facilitate mingling if you ask them to wear name tags. If you are really creative, you could include an icebreaker on the tags.

Chain of Command

The captain is responsible for all activities conducted aboard the vessel. All event-related activities affecting the vessel must meet with his/her approval. Please address all concerns or comments to *Spirit of South Carolina* staff prior to the event. Any questions that arise during the event should be directed to the captain or officer on duty aboard the ship. Cost The cost for a standard two-hour sailing charter or two-hour dockside reception in Charleston, Savannah, or the general vicinity is \$3,000. The cost at more distant ports is \$5,000. Each additional hour is \$750 per hour. This does not



include any food or beverages, catering, or other paraphernalia required for the event, but simply the ship, captain, and at least five crew. For charters or receptions on or around holidays or special events (e.g. July 4, Christmas Parade of Lights, High Water Music Festival), the cost may be higher.

Frequently Asked Questions

How many guests may I bring aboard?

United States Coast Guard regulations limit *Spirit of South Carolina* to 32 guests, including caterers, for a sailing charter and 50 guests for a dockside reception, including caterers, musicians, etc.

When should guests arrive?

Guests should arrive 30 minutes before the start of a sailing charter. We will begin boarding guests 20 minutes before the scheduled departure.

Are restroom facilities available?

For sailing charters? Yes, facilities are available on *Spirit of South Carolina*. For dockside events? No, *Spirit of South Carolina* cannot provide restroom facilities as the ship's holding tanks don't offer adequate capacity for large numbers of people. **Please arrange for restroom facilities on land for dockside events[Charleston Maritime Center 2d level with passcode for after hours.]**

What happens in the event of inclement weather?

Spirit of South Carolina has two awnings that cover the midships area and the afterdeck. In case of inclement weather, these awnings provide generous, but not total, coverage of the deck. The awnings cannot be used while the vessel is underway.

Plan for your event to take place rain or shine. Some of our clients have said that sailing while it was raining made the event a more memorable experience!

Spirit of South Carolina may choose to cancel the event if the Captain of *Spirit of South Carolina* deems that conditions are unsafe. If this happens, your sailing charter may instead be a dockside event or you may receive a refund of your charter fee. It should be noted that wind direction or strength can be a reason for a cancellation or change of location, even if it is a sunny day.

Should the ship's crew be included in our count for the caterer?

Members of the crew will be in uniform and serve as co-hosts of the event. Their main focus is the operation of the ship, so they cannot assist the caterer in any food or drink service. For most receptions, the captain and five crew members represent *Spirit of South Carolina*. Should the event fall during the crew's regularly scheduled mealtime, it is customary to include **Spirit of South Carolina** crew in the food and beverage planning.

Will we have access to the entire ship?



You will have access to those areas of the vessel that will be used for the event. This access is generally limited to the deck and Saloon area below deck. You and any event staff may board one hour before the contracted start time of the event to set up. Please note that the vessel is home to the crew and that you will be sharing the vessel with the crew in their ordinary course of duty.

May we serve alcohol?

Yes, but your caterer is required to obtain all necessary permits for the use of liquor on the ship, dock, tent, or staging area. Please remember to adhere to the liquor laws of the specific country, city, or port in which the boat is booked for use. The caterer or client, depending on local regulations, is required to carry all the necessary insurance for the service of the liquor. Cash bars should not be planned unless allowed by law in the specific country, city, or port. Unless specified, the caterer is responsible for the collection and management of all cash funds for cash bars. Unless otherwise agreed, all bars should be closed at the scheduled termination of the event. One bar is recommended for 30 guests and two bars for 100 guests. Caterers should bring a cooler or tub for the bulk storage of ice. We recommend the use of plastic barware for all events. No glass service ware may be used during underway events. This does not preclude serving bottled beer or wine, or other bottled beverages.

What should we wear?

For a sail, be prepared for all types of weather. A light jacket or sweater is always a good thing to have since the wind on the water can cause a chill even in hot weather. If there is any chance of rain in the forecast, we suggest bringing a rain jacket. Tripping hazards are abundant on sailing vessels. Guests for a sail or a dockside reception should wear flat closed-toe shoes to safely navigate around the vessel – please, no heels. Shoes with soft rubber soles are recommended (e.g., sneakers or boat shoes). Shoes with leather soles are slippery and not recommended.

May children attend?

Minor passengers between the ages of 7 and 17 are welcome if accompanied and closely supervised by an adult. Guardians must bring a United States Coast Guard approved personal flotation device for children under the age of 7 if the event is a sailing charter.

Please contact us at captain@spiritofsc.org if you have any questions.

We look forward to welcoming you and your guests aboard *Spirit of South Carolina*!