

CLUBHOUSE DEPOSIT AND RESERVATION AGREEMENT

Date _____, 20____

RESERVATIONS: Residents may reserve the Clubhouse for their private parties and events in accordance with these rules. Reservations shall be made through the Community office during regular business hours. A reservation shall not be considered confirmed until the deposit is paid. The Clubhouse may be reserved for any day. All engagements must terminate by the time set forth below and as agreed upon by Community Management.

DATE AND TIME: The reserved function is to be held on _____, 2____ between the hours of ____ and ____ .

DEPOSIT: A deposit of \$150 is required for reservation of the Clubhouse. It must be paid with check, money order, or another Management-approved payment method. The deposit will be returned after the party if the Clubhouse is properly cleaned, all items returned to their original position and Management has verified there has been no damage. The Community will withhold any costs that it may have for security, cleaning, or repairs in connection with the engagement. A violation of these rules and the restrictions set forth below will result in forfeiture of the deposit.

RESTRICTIONS:

- 1. The Clubhouse is available for private use by community residents and their guests upon the payment of a deposit as indicated above.
- 2. The undersigned Resident(s) of the Community hereby agree(s) to pay the applicable deposit indicated above for the private use of the Community's Clubhouse for the following described event:

_____ to be held on _____, 20____ from ____ to ____.
- 3. The indicated deposit is to cover the cost of cleanup and damages of the Clubhouse in the event that the Clubhouse is not properly cleaned immediately following the indicated function and/or is damaged during Resident's event. Residents are responsible for using the Clubhouse facilities in a reasonable manner and are responsible for any and all other expenses related to repair of damage caused by Residents or their guests, including any excess cost of repair or cleaning over and above the deposit amount. The deposit shall be fully refunded after Management has determined that the Clubhouse facilities were left in a clean and orderly fashion.
- 4. The applicable deposit shall be: \$ _____ per function.
- 5. Ten (10) days' written notice will be given prior to the implementation of any increase in the amount of the deposit specified in Paragraph 4. above or of any other change in this Agreement. Increases in the amount of the specified deposits shall be established, in the sole discretion of Community Management, based on the cost of hiring cleaning professionals to perform a cleanup of the Community Clubhouse.
- 6. The undersigned resident(s) will also be responsible for damages to the Clubhouse in excess of the specified deposit.
- 7. Food and beverages will be consumed only in those areas designated by the management.
- 8. Persons under eighteen (18) years of age shall not be permitted in the Clubhouse unless accompanied by a resident. The resident shall be responsible for maintaining the proper behavior of the person under the age of 18.
- 9. The Resident reserving the Clubhouse shall be present at all times during the engagement.
- 10. The Resident shall replace all trash bags used. The Resident shall supply all cleaning materials needed to clean the facility and will dispose of all trash.
- 11. Decorations shall not be nailed, stapled, or glued to the walls or furniture or affixed in any manner that will damage the walls or furniture. No coverings of any type are allowed to be placed on any doors throughout the facility.

- 12. The Resident shall ensure that the engagement is orderly and that it does not interfere with the right of other residents to their quiet enjoyment.

ATTIRE: Proper attire is mandatory. Bathing suits, robes and bare feet are not permitted in the Clubhouse at anytime.

LIABILITY: The Resident reserving the Clubhouse shall be liable for all damages caused to the Clubhouse and Community facilities resulting from the engagement, whether such damage is caused by his own acts or omissions or those of others using the Clubhouse during that engagement.

Authorized Agent for Community

Resident Acknowledgment of Returned Deposit

I have read the Clubhouse Rules and Regulations and shall comply with those rules as well as the restrictions set forth above. I agree that any violation of the rules or restrictions or the failure to restore the premises to their prior condition shall result in the forfeiture of my deposit.

I assume full responsibility and liability for any acts that occur whether caused by me or my guests on the premises.

Resident Signature

Date

Phone Number

Phone Number

Community Manager Signature Date

HOA Representative Signature Date

Take this form to the HOA to assure that your event does not conflict with any scheduled HOA events. Once signed off by the HOA, bring back to the office for Management approval.