

Valleybrook Clubhouse Rental Agreement

This Rental Agreement is made on _____, 20__ by and between Valleybrook Homeowner's Association, Inc. (hereinafter referred to as "VBHA") and _____, homeowner and resident of _____ Bishops Drive (hereafter referred to as "RENTER") for a fee of **One Hundred Dollars (\$100.00)**.

WITNESSED

RENTER has requested the use of certain facilities of VBHA; and VBHA is willing to grant RENTER the use of CLUBHOUSE on _____, 20__ subject to the following terms and conditions. The rental will be for 24 hours maximum unless otherwise noted.

FEES

1. A One Hundred Fifty Dollar (\$150.00) cleaning deposit, payable in cash only, is required for all clubhouse rentals.
2. The said security deposit shall be returned to RENTER within one week of the conclusion of the rental, provided that no terms of the rental contract or cleaning checklist have been violated.
3. The security deposit shall be forfeited if there is any violation of this rental contract.
4. Notwithstanding the foregoing paragraphs One, Two and Three, RENTER shall remain fully responsible for any and all losses and damages to the personal property or real property of VBHA incurred as a result of the rental.
5. Rental amount to be paid in full prior to the rental shall be One Hundred Dollars (\$100.00)
6. Any additional charges above and beyond the value of the security deposit will be charged to the members account and collected as outlined in the By-Laws and Rules and Regulations of the VBHA.

RENTER Signature

Clubhouse Manager Signature

PRE & POST INSPECTIONS

A pre-inspection of the requested rental facilities will be completed by RENTER and Clubhouse Manager. RENTER will outline below any pre-existing damages or issues to the facilities. Anything not listed below will be subject to full coverage by RENTER.

MAINTENANCE AND INSPECTION COMMENTS

Pre Inspection Notes:
Post Inspection Notes:

PAYMENT STATUS

RENTER has paid the cleaning deposit in cash on: _____
(date)

Security deposit has been returned (if applicable) on: _____
(date)

Homeowner Signature of Receipt

Clubhouse Manager Post Inspection

Valleybrook Clubhouse Rental Agreement Terms and Conditions

1. RENTER shall pay to VBHA a cleaning deposit of One Hundred Fifty Dollars (\$150.00) with one-half payable at the time of reservation and the balance payable at the time of obtaining the keys for facilities usage.
2. RENTER agrees to remain on the premises for the duration of the function for which rented.
3. RENTER shall be responsible for any loss or damage to the personal or real property of VBHA incurred as a result of RENTER'S usage.
4. RENTER shall insure that all vehicles, including caterer's truck or any vehicle used for unloading or loading, remains in the parking area at all times.
5. No tape, tacks, nails or staples may be used on clubhouse walls or ceilings when decorating by RENTER. Decorations may be placed on windows. RENTER shall not close off, cover, or decorate the two vents or intake grills located between the office and storage room doors.
6. RENTER shall not have music played outside of the clubhouse. Music shall be completed by 11:30 p.m. regardless of an event(s).
7. RENTER shall ensure that area residents are not disturbed by guests or party attendees, including loud music.
8. RENTER shall not leave clubhouse doors or windows open when heater or the air conditioner is in use, or when loud music is playing
9. RENTER is responsible to ensure that under-age drinking of alcohol beverages is prohibited.
10. RENTER is responsible to ensure that party guests do not use parking lot for sports after dark.
11. RENTER is responsible to ensure that clubhouse party guests remain in the clubhouse for the duration of the function.
12. RENTER understands that the public areas surrounding the clubhouse are not part of this rental agreement.
13. Storage and management office shall not be accessible by the RENTER or guests.
14. The clubhouse shall be vacated no later than midnight.
15. Tables and chairs shall be stacked on one side of the room or on carts provided. If tables and chairs are not stacked or returned on carts in the storage closet, an additional \$10.00 fee will be added to the fee payable by RENTER.
16. Bathrooms shall be cleaned and free of trash following use by RENTER.

17. All kitchen facilities shall be cleaned and free of grease after use by RENTER. Refrigerator shall be emptied and setting returned to #2 after use. All stove burners and oven control knobs will be in the "off" position.
18. Trash or garbage, including all decorations, along with personal equipment of RENTER shall be removed from the premises by RENTER immediately following the conclusion of the event.
19. RENTER shall turn the clubhouse air conditioner "off" or set heater thermostat down to 65 degrees before vacating the premises.
20. All windows, drapes and doors shall be closed and or locked and the premises secured after use of the RENTER.
21. Keys to the clubhouse shall be returned to clubhouse manager at the time of post check out.
22. RENTER is responsible to ensure that no smoking occurs in the clubhouse or pool area during any event.
23. RENTER will be sure to return all cleaning products (brooms, mops, cleaners, etc...) to the supply closet and in the condition that they were received.