

# Woodland Lakes Civic Club, Inc

## Clubhouse Rental Contract

The Clubhouse is available for rent by the residents of the subdivision. Per the Amended and Restated Collection Policy 2.4.4, residence with a delinquent account may not rent the clubhouse. Use of the Clubhouse is limited to private functions. Commercial, public, or fundraising events are not considered private functions for the use of Woodland Lakes residents and are therefore prohibited. The Woodland Lakes Civic Club Board of Directors reserves the right to refuse requests the Board considers detrimental to the health, safety, or welfare of the residents of Woodland Lakes Subdivision.

The Clubhouse is available until 9:00 p.m., Sunday-Thursday and until 11 p.m. Friday and Saturday.

Date Requesting: \_\_\_\_\_ 20, \_\_\_\_\_ between the hours of \_\_\_\_\_ and \_\_\_\_\_

Residents Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Street Address: \_\_\_\_\_ Expected Number of Guests: \_\_\_\_\_

1. Reservations will be confirmed upon receipt of the signed contract \$100.00 rental fee and \$100.00 refundable deposit. Please provide two (2) separate checks. Refundable deposit will be held until keys have been returned and the Clubhouse has been inspected. If Clubhouse is found in satisfactory condition, the entire deposit will be returned. Loss of deposit will occur if cleaning is required; if keys are lost, a replacement fee of \$10.00 will be deducted from the deposit.
2. A parent or legal guardian must be present at all times for parties where there are minors under the age of 18. Children must be supervised at all times. Woodland Lakes Civic Club, Inc is not responsible for injuries of any kind.
3. Individuals attending functions at the Clubhouse may not remain inside the building at any time other than the hours reserved.
4. No pets are allowed inside the Clubhouse, with the exception of certified service animals. Service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. A service animal must be under the control of its handler. Under the ADA, service animals must be harnessed, leashed, or tethered, unless the individual's disability prevents using these devices or these devices interfere with the service animal's safe, effective performance of tasks.
5. Food and beverages must be removed at the conclusion of the rental/reservation period. User must remove all trash and transport it away from the park. Tables should be wiped with a clean damp cloth and floors should be swept. No mopping is required unless spillage occurred.
6. All groups must be considerate of the surrounding residents and not cause excessive noise or commotion during the reservation period.
7. No smoking or use of other tobacco products is allowed inside the Clubhouse. No glass containers or illegal substances are allowed inside the Clubhouse or in any of the Subdivision's parks.
8. No fireworks. No fires with the exception of provided grills or personal outdoor grills. Any grills used in the park need to be properly extinguished before leaving.
9. No vandalism or reckless treatment to the property are permitted. No littering.

Are you planning to sell or have alcohol at your event:  Yes  No

SECURITY FOR YOUR EVENT NOTICE: Security **must be** used for your event if:

1. Alcohol will be sold, or
2. Alcohol will be allowed to be consumed

Should any one of the above two items be applicable to your event, it is incumbent that a uniformed, state certified peace officer currently employed with a law enforcement agency be used for your event.

Statement of Responsibility:

I, \_\_\_\_\_ (the renter), understand and agree that the use of the facility of Woodland Lakes clubhouse by myself and/or my guest(s) shall be at our own risk. I understand and agree that I (the renter) will be present during the rental event. I have read and fully understand the content of the reservation. I agree to pay for all damages incurred by my guest(s) and myself, to Woodland Lakes Civic Club, Inc.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_

WLCC Office use only: Received by WLCC Representative: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_

Payment type: \_\_\_\_\_ Rental Fee: \_\_\_\_\_ Refundable Deposit: \_\_\_\_\_ Date Returned: \_\_\_\_\_