

**WINONA LAKES PROPERTY OWNERS' ASSOCIATION CLUBHOUSE RENTAL**

112 Ski Lodge Circle, East Stroudsburg, PA 18302

Office: (570)588-9309 • E: [CommunityManager@WinonaLakes.org](mailto:CommunityManager@WinonaLakes.org)

**CLUBHOUSE AGREEMENT**

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Rental: \_\_\_\_\_ Time: \_\_\_\_\_ Type of Event: \_\_\_\_\_

# of Attendees: \_\_\_\_\_ Organization or Group: \_\_\_\_\_

Name of Responsible Party: \_\_\_\_\_

By signing this agreement, you hereby release the Winona Lakes POA and its members from all responsibilities and liability, and you specifically assume all liability in any action for damages which may arise from any kind of injury whatsoever that may occur at anytime upon the premises, or that may arise from any cause whatsoever. \*You must provide a copy of homeowner insurance policy.

As a condition for the rental and use of the Clubhouse, you agree to accept and use the premises AT YOUR OWN RISK. Therefore, the lessee for themselves, their heirs, executors, administrators, successors and/or assigns hereby expressly release and forever discharge and further agree to hold harmless, exonerate, defend, and indemnify the Association and its members, agents, servants, employees, directors, and officers, from any and all claims action, damages, losses, liabilities, and cost whatsoever, including attorney fees, whether due to negligence or otherwise, for any loss or damage to property, injury, or death to any person, and/or guest, and/or invitees arising from any and all causes whatsoever including but not limited to the following:

1. The rental or use of, or activities conducted in or about the premises, its facilities, or surrounding premises,
2. The dispensation, consumption, or use of any alcoholic beverages in/or about the premises, on Association property, or by Lessee, any visitors, guests, and/or other person in attendance, and any violation breach of the rental agreement, or any law, ordinance, or regulation including without limitation, the Pennsylvania Liquor Control and Regulations promulgated by the Pennsylvania Liquor Control Board, as amended, and supplemented.
3. By signing this agreement that you have received a copy of the WLPOA Rules and Regulations, and have read and understand and the room reservation procedures, that you will follow such procedures as described and you will be solely responsible for all charges which may result from failure by you and any and all to comply with applicable WLPOA Rules and Regulations,

**CANCELLATION POLICY:** Please refer to the timetable below in the event you need to cancel your reservations,

1. Two weeks (2) prior to the event: 25% of the Rental Fee will be forfeited.
2. One week (1) or less prior to the scheduled event: 100% of the rental fee will be forfeited.

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**Office Use Only**

Member in Good Standing: Yes \_\_\_\_\_ No \_\_\_\_\_ **Payment method:** Check #: \_\_\_\_\_ Amount: \_\_\_\_\_

Deposit Paid: Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_ Credit Card: \_\_\_\_\_ Amount: \_\_\_\_\_

Approved by Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** The Board of Directors and/or Community Association Manager may provide a discount for non-profit or civic organizations.