

**FLORIDA GARDENS CLUBHOUSE
RENTAL CONTRACT**

Form Rev. G ; 7/3/26

Event Date: _____ Event Time: [Start] _____ [End] _____

Renter's Name [Print] _____ Primary Phone # _____

Alternate Phone # _____

Renter's Address _____

The individual above, herein called the Renter, does herewith contract from the Florida Gardens Civic Association the rental of the Florida Gardens Clubhouse and property under the conditions below:

There are 3 financial components of the rental process: a) Damage/Hold Deposit, b) Facility Rental Fee, and c) Janitorial Service Fee. There is also an optional Marquee Message fee which, if desired, is covered under a separate document. It is the responsibility of the renter to manage the timely payment of all fees. A copy of the Renter's current Drivers License is also required before signing this contract. Funds held by the Association for future return do not accrue interest.

1. The total Damage/Hold Deposit for this contract is \$ _____. The Damage/Hold Deposit for Resident rentals must be paid in full at the signing of this contract. For Non-resident rentals, half of the Damage/Hold Deposit is payable with this contract. The remainder of the Damage/Hold Deposit is due no later than 2 weeks prior to the rental date. Damage/Hold Deposits will not be returned if the Renter cancels the event less than 30 days from the event. The Association will, however, refund the all Deposits if they are responsible for the cancellation. Refunded Damage/Hold Deposits will be returned within 10 days of the event, but will not be returned, even in part, if any term of this contract is violated.
2. The Facility Rental Fee for the above rental is \$ _____ (rent and tax). This fee must be hand-delivered to the Clubhouse Manager or designated alternate at least two weeks prior to the rental date. Failure to do so will result in the forfeiture of all Damage/Hold Deposits and the rental day reservation. Checks must clear for the funds to be considered valid.
3. The Janitorial Service Fee is \$50.00, associated with the rental fee, and is due with the rental fee as detailed above.
4. **The maximum number of persons allowed on the Clubhouse property during rentals is 50. The Renter identified above must be present at the event for the duration of the event until the Clubhouse is vacated. Subletting of the rental is NOT PERMITTED.**
5. The Renter is required to sign and comply with all conditions outlined in the attached "Clubhouse Use Requirements" list, which is considered part of this rental contract. The Renter will also receive a Clean-up Checklist detailing all the requirements that must be met after the event. *Items not completed to the satisfaction of the Clubhouse Manager will result in some or all of the Damage/Hold Deposit not being returned. The Janitorial Service Fee is non-refundable.*
6. The Clubhouse borders private residences. Care must be taken by the Renter to ensure their event does not become a disturbance to others. *Outdoor activities must conclude by 9:00 pm (Fri/Sat) or 7:00 pm (Sun-Thrs). If the Renter's function becomes a nuisance, the Renter will be required to vacate the premises and all fees paid will be forfeited.*
7. Any alcohol served or incident occurring as the result of alcohol consumption is the Renter's responsibility.
8. The Renter agrees that all Association Officers, Representatives or any person involved with the community of Florida Gardens will not be liable for lost or damaged items or accidental injury to the Renter or any of their invitees or guests.
9. The Renter is liable for all costs related to any damage that exceeds the amount of the Damage/Hold Deposit.
10. The Florida Gardens Civic Association reserves the right to deny future rental of the facility to any person or organization that has previously been in violation of any part of this contract (regardless of any Damage/Hold Deposit forfeiture) or having displayed inappropriate conduct at any point during the rental process.

I, the undersigned Renter, hereby certify that I am at least 21 years of age and that I will be personally responsible for any damages sustained by the building, furniture, equipment or property occurring as a result of this rental. Any loss or damage exceeding the Damage/Hold Deposit amount will be compensated for by the Renter within 10 business days from the receipt of billing from the Florida Gardens Civic Association for any loss. I have received a copy of this contract, all attachments and a receipt for all fees paid.

Renter's Signature: _____ Date: _____

Clubhouse Manager / Representative Signature: _____