

**GOLD RIDGE FOREST POA  
4101 OPAL TRAIL  
POLLOCK PINES, CA 95726  
Phone (530) 644-3880 Fax (530) 644-0845 Email: office@goldridge.org**

**LODGE RENTAL AGREEMENT**

I, \_\_\_\_\_ hereby request the rental of the Gold Ridge Forest Property Owners Association Lodge for the following date,

\_\_\_\_\_ between the following times:\_\_\_\_\_.

I understand the fee is \$\_\_\_\_\_ and security/cleaning deposit is \$100, to be fully refunded upon satisfactory inspection following the event.

I understand the recreation area must be left in it's "pre-rental condition" and that any expenses incurred by the Association to clean, repair, or restore the facility to "pre-rental condition" will be deducted from my security deposit. I also agree to pay the cost of repair for any damages exceeding the deposit amount.

I have inspected the rental area and have noted the following deficiencies:  
If none, write "none".

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\_\_\_\_\_  
Maximum number of people

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Unit and Lot Number

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Gold Ridge Forest POA Signature

\_\_\_\_\_  
Check Number

\_\_\_\_\_  
Fee Amount

\_\_\_\_\_  
Check Number

\_\_\_\_\_  
Deposit

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**LODGE RENTAL AGREEMENT**

The Lodge is available to rent for: wedding receptions, private parties and other approved functions. Security deposit of \$100.00 must be made no less than two weeks in advance of function.

**\*Please note: Keys must be picked up no later than Thursday, 2:00pm, prior to a weekend event, unless other arrangements are made. The Lodge office is closed on Friday, Saturday, Sunday.**

**\*Effective March 1, 2015 Lodge Kitchen Cooking Restriction:  
NO DEEP FRYING, FRYERS or FRYING any foods submersed in butter, oils, or any flammable liquids. PROHIBITED per El Dorado County Fire Marshal\***

**RATES EFFECTIVE July 1, 2017**

MEMBER	\$150.00 /DAY	CLEANING/SECURITY DEPOSIT	\$100.00
MEMBER	\$ 90.00/ HALF DAY (4 HOURS)	CLEANING/SECURITY DEPOSIT	\$100.00

No full or partial refunds will be made if the number of people in attendance is less than the number anticipated at the time the reservation was confirmed.

**SECURITY/CLEANING DEPOSIT**

\$100.00 Refundable cleaning deposit (upon return of the Lodge keys and passing inspection of area) Refund of cleaning deposit will be made with 10 calendar days of the Lodge rental. The deposit will be refunded to applicant renting the facility. If it is necessary for GRFPOA to clean the area following the function, there will be a charge of \$20.00 per hour (per person) to be deducted from the cleaning deposit. The applicant will be responsible for any charges in excess of the deposit. Cleaning supplies are available in the janitor closet.

**Please take the soiled floor mop pads, dish towels, cleaning rags home and launder and return within 3 days. There will be a \$20 fee deducted from the deposit if you leave them for GRFPOA to launder. There will be an additional \$20 fee charged for oven cleaning if needed.**

**LODGE RENTAL IS 6:00 AM to MIDNIGHT.** An Association function supersedes the rental of the Association facilities. The Board of Directors may grant exemptions. **\*\* No overnight sleeping is allowed \*\*** The lodge is not fire safe for this purpose nor has it been rated for overnight sleeping.

**DESIGNATED GOUP PICNIC AREA RENTAL RATES /DAY MEMBER – FREE**

Contact the office to reserve the picnic area, during the pool season the recreation employees will put out reserved signs to hold the picnic tables for your event.

**PROPERTY OWNERS ASSOCIATION**

**4101 OPAL TRAIL**

**POLLOCK PINES, CA 95726**

**OFFICE (530) 644-3880 FAX (530) 644-0845 email: office@goldridge.org**

**RELEASE AND INDEMNIFICATION**

In consideration of the permission granted by Gold Ridge Forest Property Owners Association (hereinafter referred to as GRFPOA) to enter upon the premises known as the Gold Ridge Forest Recreation Area, Pollock Pines, California on (date of event) \_\_\_\_\_, it is hereby agreed on behalf of myself, and my successors and assigns to indemnify, defend and hold free and harmless GRFPOA, its agents and employees, and each of them individually, against and from any and all claims, demands, damages, penalties, loss, liability, suits, actions, and causes of action, by any proceedings of whatsoever nature and expenses whatsoever (including but not by way of limitation, any court costs and attorney fees), resulting from actual or alleged injury to or death, or from actual or alleged damage to or loss of property, occurring in, on or about the aforesaid premises or the sidewalks, alleys, streets and way adjacent thereto, or in any manner growing out of or connected with the actions or omissions of GRFPOA use and occupation of said premises or in any manner arising out of or connected with the actions or omissions of GRFPOA, its agents, employees, contractors or subcontractors or their employees.

I, the renter (name) \_\_\_\_\_ in agreement with the above and acknowledgment, of my own free will, hereby sign the release and indemnification clause.

Signature of Renter \_\_\_\_\_

Unit and Lot Number \_\_\_\_\_

Date \_\_\_\_\_

### **LODGE RENTAL CLEAN UP INTSTRUCTIONS**

In order to receive a full refund of the \$100 Cleaning/Damage deposit, the lodge and recreation area should be left clean. Completion of the following list is mandatory to insure a full deposit refund. Cleaning supplies and trash can liners are located in janitor closet.

FLOORS: All floors must be swept clean and mopped using spray cleaner. DO NOT USE WATER on laminate floors, kitchen, bathrooms, behind chairs and under tables.

KITCHEN: Clean all counters and areas used including coffee pots, microwave, stove tops, oven and wipe sink. Wash all pots and pans, dishes, glasses, utensils, dry and put away.

BATHROOMS: Mop floors using spray cleaner, clean counters, sinks, mirrors, empty trash cans.

TABLES & CHAIRS: Tables are to be wiped and returned to the area they were stored. Chairs are to be clean of any spills and replaced as stacked upon arrival.

TRASH CANS: All trash cans, lodge, kitchen, bathrooms need to be emptied and taken out to the dumpster in the parking lot. Replace all trash liners. The key to the padlock is located on the front of the kitchen cabinet. Please return key to the hook when finished. The dumpster lid must closed tightly to keep out small animals/birds- PLEASE- DO NOT LEAVE TRASH BAGS OUTSIDE OF THE DUMPSTER, ANIMALS WILL CREATE A HUGE MESS!!!! If the dumpster is full, please take home any remaining bags with you.

FIREPLACE: Ashes, wood chips and debris around the outside of the fireplace screen must be cleaned. Please make sure fire is out before leaving, do not leave burning or smoldering logs.

UPSTAIRS AREA: If used, vacuum, pick up any trash; replace all pool table equipment.

DECORATIONS: Remove all decorations inside and outside, including any tape, confetti, directional signs, etc.

WINDOWS: Close and lock all windows, return wooden bars to window frames.

HEATING/AIR CONDITIONING/FANS: Make sure heater thermostat is SET TO auto 50 degrees and all fans are turned off. Turn AC thermostat to OFF.

**A \$25.00 fee will be deducted from your cleaning deposit if the HEAT / AC is left on.**

LIGHTS: Please turn off all lodge lights, bathroom lights and outside stationary deck lights when leaving. There are two sets of motion lights outside the lodge to guide you to the parking lot.

DECK, PARKING LOT, GROUNDS: Pick up any paper, trash, cups, cans, bottles, food, cigarette butts, (there is a smoking receptacle outside double doors on deck) or any other debris left by your group from deck, walkways, parking lot and grounds.

DOORS: Lock all doors inside, set alarm per instructions; lock both locks on door nearest office. Place key in mail slot next to office door when leaving.

NOTE: If any of these items are not completed, you will be subject to a \$20 per hour cleaning charge to be deducted from your deposit. The rental party will be responsible for any charges in excess of the \$100 cleaning/damage deposit.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

## **RENTAL RULES AND REGULATIONS**

1. Noise levels after 10:00 p.m. must be significantly reduced to not disturb nearby residents. At no time (day or night) will noise levels be allowed to disturb nearby residents. The Association reserves the right to terminate the function should the attendees not comply with a request to conduct themselves in a manner acceptable to either the Gold Ridge Forest POA staff or Association Directors. The only redress to the renter may be a refund of the Rental Fee at the discretion of the Board of Directors.
2. The Rental Fee, and Cleaning/Damage Deposit must be provided to the Association Office at least two weeks prior to the date of the function in order to confirm a reservation.
3. The renter is required to clean up the rented facilities, lodge, decks, parking lots, lawns, and picnic areas following the completion of the function.
4. Possession and/or consumption of any alcoholic beverages are prohibited by persons under 21 years of age anywhere within the Association Common Areas and Recreation Facilities.
5. All facilities will be left in good condition. Any damages to the facilities or equipment will be deducted from the Cleaning/Damage Deposit. If the charges are in excess of the Cleaning/Damage Deposit, the renter will be held liable for the additional amount.
6. The Association is not liable for any damage to or loss of any personal property left in or about the premises.
7. All activities will cease by midnight, including cleanup activities.
8. Reserved parking for private parties will be provided in the parking lot behind the lodge.
9. Pools and tennis courts cannot be rented for private parties.
10. The renter must be present during the entire time the function is being conducted.
11. Cancellation Policy. The Association has the right to cancel a confirmed reservation without additional liability beyond the return of the Rental Fee and Cleaning/Damage Deposit, at any time in the event of an "Act of God" (i.e. tree damage to the facilities, fire, earthquake, flooding, etc.), loss of power or other utility, or any other unforeseen occurrence in which either the Recreation/Common Area Manager or an Association Director determines that the event must be cancelled.