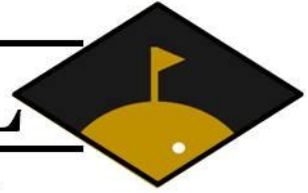


DIAMOND HILL

Master Association Inc.



Community Center Special
Event Agreement

Cover Page

**Please forward all documentation and checks
required to reserve the Community Center to the
following address.**

Greenacre Properties

4131 Gunn Highway

Tampa FL 33618

Email: clubhouses@greenacre.com

Phone: 813-600-1100

DIAMOND HILL

Master Association Inc.



Community Center Special Event Agreement

2902 Copper Height Court

Valrico, FL 33594

Telephone: (813) 655-7333

PLEASE NOTE: A request for a given date does not constitute a reservation to use the facility. There is no verbal or implied contract until after the event agreement form has been signed by both the homeowner and the facility manager and the deposit & usage fees have been paid. There is to be no assumption of a verbal agreement simply by asking for information regarding reservations. **ALL CHECKS ARE DEPOSITED UPON RECEIPT OF THIS FORM.**

Homeowner information:

Name: _____

Phone: _____

Address: _____

Email: _____

Lot #: _____ How many guests: _____

Event Date: _____ Time of Event: _____ Until: _____ (4 hour limitation)

Type of Event: _____

Clubhouse Great Room: _____ (Excluding Gym)

Date deposit and usage fee paid: _____

(Deposit requirement: \$250 or \$500 for Sunday usage)

Amount: _____

Date deposit was refunded: _____

Deposit and fee MUST be paid with three separate CHECKS, one for \$75 (4 hour limit) rental fee, one for \$250 (\$500 for Sunday usage) deposit. Make checks payable to: DIAMOND HILL MASTER ASSOCIATION. Additional hours may be purchased @ \$50.00 per hour not to exceed 2 additional hours. Setup and cleanup are within the 4- hour rental period you have purchased.

DIAMOND HILL

Master Association Inc.



Fee and deposit (please read CAREFULLY and initial):

Due to excessive damage and lack of cooperation in making costly repairs to the facility, the following changes have been made to our fee and deposit requirements.

The fee to use the facility is \$75.00. _____

No additional furniture may be brought into the building. We have tables and chairs available for use. If you bring in additional furniture, THE DEPOSIT WILL BE RETAINED. _____

No one is permitted to move any furniture except the card tables and the card table chairs only. If ANY other furniture is moved, THE DEPOSIT WILL BE RETAINED. _____

The pool table cannot be moved, decorated, nor can you place anything upon the pool table other than the pool table equipment. You must be age of 16 to play pool unless playing with an adult. *Young children are not permitted to use the pool table equipment as toys.* If the pool table is moved or used for anything other than billiards, THE DEPOSIT WILL BE RETAINED. _____

The rules are in place for the protection of all of the homeowners. We want to make sure that the community center and all of its benefits remain available for the enjoyment of everyone in our community. Any violation(s) of rules will result in THE RETENTION OF THE DEPOSIT. There are no exceptions to any rules listed in this agreement. _____

ALL PARTIES/EVENTS TAKING PLACE MUST BE ARRANGED THROUGH GREENACRE PROPERTIES.

The maximum number of guests at any event is not to exceed 50 people.

1 Holiday Party per holiday weekend. (4-hour max, no additional hours may be purchased).

The Diamond Hill homeowner that rents the facility must be present at all times during the event they have scheduled at the Diamond Hill Community Center.

No solicitation of any kind is permitted at the community center. This applies to gatherings of any kind that result in the sale/purchase of, or agreement to sell/purchase, any items, tangible or otherwise. (Ex. Tupperware parties, jewelry parties, etc.)

The building needs to be secured and locked at all times. Please open the doors for your guests as they arrive. The doors are not to be propped open.

DIAMOND HILL

Master Association Inc.



Homeowners are responsible for bringing all party supplies.

Activity must conclude by 9:30 p.m. to allocate time for clean-up. The Association will clear the building of all occupants no later than 10:00 p.m.

Cleaning supplies are available for expected use upon leaving the clubhouse at the end of your event.

Rental of the facility does not include the use of the exercise room or the pool. Wet swim attire is not permitted inside the clubhouse with the exception of the restrooms.

No type of propane, charcoal, or any other type of cooking grill allowed on the premises.

No glass of any kind is allowed in the pool area. Only paper and plastic cups or aluminum cans may be used.

Homeowners are responsible to ensure that persons under the age of 21 do not consume alcoholic beverages. Alcoholic beverages cannot be consumed poolside, only within the building and then only by those attending the planned event. Alcohol cannot be left unattended in the building.

2 Parking spots available for set up & take down will be clearly marked. Overflow parking will be on the right-hand side of the road past residential homes on Copper Height Court.

ABSOLUTELY NO PARKING ON GRASS. Violators **WILL BE TOWED** at owner's expense.

All trash must be disposed of properly; this includes any trash that may be found outside the facility. (There is a trash receptacle located at the end of the community center parking lot.)

If hanging decorations, no staples, tape, nails, glue, etc. is to be used. Push pins are the only acceptable method for hanging decorations in the community center.

No fireworks allowed anywhere in the Diamond Hill Community.

By signing below, you acknowledge that you understand the rules as they pertain to rental of the community center and its facilities. You are also acknowledging that failure to leave the facility in the condition in which you found it will result in the forfeiture of your deposit. Please see the attached list of cleaning guidelines for assistance. Furthermore, reservation of an area of the Diamond Hill Community Center does not restrict access of the premises from other Diamond Hill homeowners and their guests.

DIAMOND HILL

Master Association Inc.



UPON ACCEPTANCE OF THE TERMS OF THIS AGREEMENT, THE HOMEOWNER ACKNOWLEDGES THE FOLLOWING: Any damage to the Diamond Hill Community Center and associated facilities as a result of a private event will be the sole responsibility of the homeowner. The Association reserves the right to recover any and all expenses associated with repairs resulting from negligence, damage to association property, or misuse of the facilities. The association further reserves the right to suspend access to the Diamond Hill Community Center and its facilities. This will be at the discretion of the Homeowners' Association.

Any violation of the terms of this agreement will result in the forfeiture of the entire deposit amount. Infractions may result in the homeowner's suspension from use of the facility for whatever time period the board of directors deems appropriate.

Homeowner's signature

Date

Diamond Hill

Date

DIAMOND HILL

Master Association Inc.



Cleaning supplies are stored in the kitchen closet. To gain access, please see the Clubhouse Committee. Once finished, please return the items back to the closet and notify the guard so inventory can be taken. If any cleaning supplies are missing, you will be responsible for the replacement. If you notice any cleaning supplies getting low, please notify the Clubhouse Committee.

CLEANING GUIDELINES

- _____ SWEEP FLOORS IN GREAT ROOM, BATHROOMS, FOYER, AND HALLWAY
- _____ MOP KITCHEN AND ENTERTAINMENT AREA FLOORS WITH THE WET JET
- _____ CLEAN ALL GRANITE TOPS WITH THE PROVIDED GRANITE CLEANER ONLY
- _____ SWEEP OUTSIDE ENTRYWAYS
- _____ PICK UP TRASH IN THE POOL AREA AND PROPERTY GROUNDS
- _____ IF YOU SPILL SOMETHING, PLEASE CLEAN IT UP WITH THE MOP
- _____ WASH OFF KITCHEN COUNTERS
- _____ EMPTY ALL TRASH CANS, INCLUDING EXTERIOR CANS
- _____ SWEEP OR VACUUM RUG IN TELEVISION AREA
- _____ WIPE OUT REFRIGERATOR
- _____ WIPE OUT MICROWAVE
- _____ CLEAN GLASS DOORS
- _____ PICK UP ALL PAPER TOWELS/TOILET PAPER LEFT ON FLOOR IN BATHROOMS
- _____ REMOVE ALL PERTINANT SIGNS POSTED THROUGHOUT THE COMMUNITY
- _____ MAKE SURE THAT ALL ITEMS (DRAPERIES, PILLOWS, CENTERPIECES, ETC.)
ARE RETURNED TO THE PROPER LOCATION

DAMAGE GUIDELINES

- _____ INSPECT FLOORS CAREFULLY
- _____ INSPECT POOL TABLE
- _____ REMOVE ALL ITEMS USED TO DECORATE
- _____ MAKE SURE NO ITEMS ARE MISSING
- _____ CHECK FURNITURE FOR DAMAGE
- _____ CHECK REFRIGERATOR, MICROWAVE, AND DISHWASHER FOR DAMAGE