

RAVENSWOOD MANAGEMENT ASSOCIATION, INC.
CLUBHOUSE AGREEMENT

payment form: check or
money order only

ANY CLUB, HOMEOWNER OR GROUP OF HOMEOWNERS UTILIZING THE CLUBHOUSE, RESTROOMS AND ANY OTHER COMMON AREAS FOR ANY FUNCTION SHALL BE HELD FINANCIALLY RESPONSIBLE OF ANY PROPERTY DAMAGE DONE TO ANY ASSOCIATION PROPERTY ACCORDING TO THE RULES AND REGULATIONS OF THE CLUBHOUSE. THE CLUBHOUSE MAY BE RESERVED BY HOMEOWNERS FOR A PERSONAL FUNCTION IN ACCORDANCE WITH THE RULES AND REGULATIONS SET FORTH IN THE DECLARATIONS. HOMEOWNERS MAY RESERVE THE CLUBHOUSE FOR A PRIVATE PARTY OR FUNCTION AS MAY BE APPROVED BY THE ASSOCIATION.

ANY USE OF THE LOUDSPEAKER SYSTEM, KITCHEN FACILITIES OR LIQUOR CONSUMPTION MUST BE APPROVED BY THE ASSOCIATION. ~~ALCOHOLIC BEVERAGES MUST NOT BE SERVED TO MINORS AT ANY TIME.~~ THE UNDERSIGNED AGREES TO PROPERLY OPERATE ANY SUCH EQUIPMENT AND TO CLEAN THE FACILITIES AFTER USE, INCLUDING APPLIANCES, MIRRORS, FLOORS AND BATHROOMS. THE ASSOCIATION MUST BE CONSULTED REGARDING SETTING UP OR TAKING DOWN TABLES AND/OR CHAIRS. ALL OTHER DECORATIONS MUST BE APPROVED BEFORE INSTALLATION AND ARE TO BE REMOVED AFTER THE FUNCTION WITH NO DAMAGE TO THE FACILITIES. ALL PERSONAL ITEMS AND/OR DECORATIONS MUST BE REMOVED PRIOR TO ANY REFUND OF THE DEPOSIT.

A SECURITY DEPOSIT OF THREE HUNDRED DOLLARS, (~~\$300.00~~) ~~CASH IS REQUIRED~~ FOR ANY PERSONAL FUNCTION. CLUBS HAVING A "SOCIAL" FUNCTION ARE NOT REQUIRED TO MAKE A DEPOSIT. ANY DAMAGE OR EXCESSIVE "DEBRIS" LEFT, OR IF THERE IS ANY CLEANING LEFT TO BE DONE, A PROPORTIONATE AMOUNT WILL BE DEDUCTED FROM THE SECURITY DEPOSIT. HOWEVER, IF UPON INSPECTION BY THE ASSOCIATION, IF EVERYTHING IS FOUND IN GOOD ORDER AND ANY KEYS ISSUED ARE RETURNED, THE THREE HUNDRED (\$300.00) SECURITY DEPOSIT WILL BE REFUNDED, LESS A SEVENTY-FIVE DOLLAR (~~\$75.00~~) USAGE FEE, TO THE HOMEOWNER SIGNING THIS AGREEMENT. \$150.00

HOMEOWNER WILL CLEAN THE TABLES, CHAIRS, APPLIANCES, BATHROOMS AND FLOORS. HOMEOWNER WILL REMOVE GARBAGE AND PUT IT IN THE DUMPSTER. NEW GARBAGE BAGS WILL BE PROVIDED AND HOMEOWNER MUST RELINE THE EMPTY CANS. HOMEOWNER WILL TURN OFF THE AIR-CONDITIONING, HEAT, LIGHTING AND APPLIANCES. A FEE UP TO SEVENTY-FIVE DOLLARS, (~~\$75.00~~) MAY BE IMPOSED FOR LEAVING THESE ITEMS ON AFTER YOUR FUNCTION IS OVER. \$150.00

GUESTS MUST REMAIN INSIDE THE CLUBHOUSE AT ALL TIMES. THEY MUST NOT WANDER THE COMMON GROUNDS OR GATHER OUTSIDE THE CLUBHOUSE AT ANY TIME. SMOKING IS ALLOWED OUTSIDE THE FRONT DOOR OF THE CLUBHOUSE AS LONG AS YOUR GUESTS DO NOT CAUSE ANY DISTURBANCE.

ALL PARTIES MUST END BY 12:00AM. THE CLUBHOUSE MUST BE CLEANED UP AND VACATED BY 12:30AM.

THE UNDERSIGNED HEREBY AGREES TO THE ABOVE TERMS AND CONDITIONS AND THE RAVENSWOOD RULES AND REGULATIONS FOR THE CLUBHOUSE AND HEREBY ACKNOWLEDGES THAT ALL GUESTS WILL COMPLY WITH THE THIS AGREEMENT AND THE RAVENSWOOD RULES AND REGULATIONS. ANY VIOLATION BY A HOMEOWNER OR GUEST WILL RESULT IN IMMEDIATE REMOVAL FROM THE GROUNDS, A PENALTY FINE AND/OR SUSPENSION OF SPECIFIC OR ALL COMMON GROUNDS. IF A KEY IS ISSUED TO A HOMEOWNER IT MUST BE RETURNED BEFORE ANY REFUND WILL BE MADE. NO KEY, NO MONEY BACK!

KEY ISSUED? YES _____ NO _____ (HOMEOWNER MUST INITIAL) payment form: check or money order only

DATE OF FUNCTION _____ FROM (TIME) _____ TO _____ (NO LATER THAN 12:00AM)

TYPE OF FUNCTION _____ NUMBER OF PEOPLE _____ (LIMIT: 120 PEOPLE)

RESIDENT NAME _____ ADDRESS _____

RESIDENT SIGNATURE _____ PHONE# _____

NOTES/REQUESTS: _____

FEE INCREASED 03.03.23 - USAGE FEE \$150.00 / DEPOSIT FEE \$300.00 / SEPARATE CHECK OR MONEY ORDER IS REQUIRED. THE CLEAN UP AGREEMENT FORM ATTACHED MUST BE REVIEWED AND SIGNED.

Ravenswood Management Association, Inc.
2121 SW 53 Court
Dania Beach, FL 33312
Phone: (954)989-2657
Fax: (954)-0252

Clubhouse and Clean Up Requirements

This document must be signed prior to the Event

CLUBHOUSE EVENT PREPARATION – Pre event décor is allowed to be done the day before the event after 5:00 p.m. Décor preparation is not allowed Monday through Friday from 9:00 a.m. to 5:00 p.m.

DURING THE EVENT – No outside lounging is allowed beyond the clubhouse. Guests must remain in the clubhouse during the event. The parking lot must be utilized for parking only. Music must be kept to a considerate sound not to disturb the neighboring homes.

CLUBHOUSE CLEAN UP REQUIREMENTS

Event Hours: All parties must end by 12:00 A.M.

The Clubhouse must be cleaned up and vacated by 12:30 A.M.

- Please make sure that the A/C is turned back to 84 degrees after the event.
- All blinds must stay open.
- Both exit doors must be locked.
- Both women and men's restroom toilets must be cleaned, and the restroom must be restored back to its original cleanly condition.
- If the restroom toilets are clogged, they must be unclogged before lockup.
- The kitchen sink and countertops must be wiped down.
- The stove and the microwave must be wiped down.
- Make sure all stove knobs are in the off position.
- Both refrigerators must be wiped down on the inside and outside.
- All tables and chairs must be wiped down before storing back to its original retrieval.
- All garbage must be collected from the clubhouse, kitchen and restroom, tied and thrown into the outside dumpster located in the parking lot.
- All garbage cans must be lined with new garbage bags.
- The clubhouse along with kitchen and restroom floors must be swept and mopped to its original cleanly state. No chemicals must be used on the floors.
- All mirrors in the clubhouse and restroom must be cleaned. No chemicals must be used on the mirrors.
- **If you decide to make arrangements to have the pool manager clean up after your event, please see the pool manager for clean up fees. If the clubhouse is not left in it's original cleanly order, your deposit will not be returned.**

Owners Name / Print & Signature: _____

Date: _____

- All rugs must be cleaned and swept.
- No nails or holes are allowed to be bored in the walls of the clubhouse for decoration.
- No pictures are allowed to be removed from the clubhouse walls.
- The bookcases are not allowed to be tampered with or moved.
- All lights and fans must be shut off prior to lockup.
- Parking lot garbage must be collected and thrown out in the parking lot dumpster.
- No smoking in clubhouse.
- **If you decide to make arrangements to have the pool manager clean up after your event, please see the pool manager for clean up fees. If the clubhouse is not left in it's original cleanly order, your deposit will not be returned.**

****All requirements aforementioned must be followed to receive your deposit back****

Property Address: _____

Owner Name / Print: _____

Owner Signature: _____

Owner Phone: _____

Owner Email: _____