

MALLARD BAY PROPERTY OWNERS ASSOCIATION  
CLUBHOUSE USAGE AGREEMENT

NAME OF LOT OWNER \_\_\_\_\_

LOT NUMBER \_\_\_\_\_ TELEPHONE \_\_\_\_\_ Email \_\_\_\_\_

PURPOSE OF USE \_\_\_\_\_

DATE(S) NEEDED \_\_\_\_\_ HOURS NEEDED \_\_\_\_\_

For the use of the clubhouse at Mallard Bay, I agree to the following conditions:

- Lot Owner will be present for the entire time of the event.
- No sale of food or alcoholic beverages. No consumption of alcoholic beverages by minors.
- Premises will be left clean and orderly. Clean-up will be completed no later than 10:00 am the morning following the function for which it is being used. If the clubhouse administrator deems the area unsuitable, a \$50.00 minimum payment will be required for cleaning.
- All trash will be removed by the lot owner. This includes any trash that may be discarded on the clubhouse grounds or adjoining lots or streets.
- Mallard Bay will be notified of any breakage and such will be rectified by the lot owner.
- Mallard Bay POA will not be held liable for any injuries or illnesses sustained as a result of this usage.
- Noise levels must be such that sound does not carry past the premises.
- The clubhouse will be vacated by midnight unless approved previously in writing by the Board of Directors.
- Propane for the grill is the responsibility of the property owner.
- Persons using the clubhouse are responsible for furnishing their own supplies. The floor must be swept and/or mopped as needed, all lights and fans turned off. The oven is to be cleaned after use. Doors and windows must be secured, including interior restroom doors. After use, set heat at 70 degrees and air conditioner at 80 degrees.
- Should you wish to cancel a previously made reservation of the clubhouse facilities, please contact the Property Manager at the earliest date so it may be available for others.
- Leave the outside clubhouse elevator in the "down" position.

Any violations of the above listed requirements may result in monetary penalty and/or loss of privileges placed against the lot owner or his/her property.

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(SIGNATURE)

(DATE)

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Clubhouse Administration

(DATE)

1 copy for the lot owner  
1 copy for MBPOA clubhouse files  
Form amended 13 Nov 2019