

Springfield Ridge Condominium Association Clubhouse Reservation Form and Agreement

Name: _____

Phone Number: _____

Email Address: _____

Unit Number: _____

Date of the Rental: _____

Time: _____

Notes: _____

I have read the Springfield Ridge Clubhouse Rules and Regulations and agree to abide by them.

I fully understand that any costs incurred or penalties assessed by the Springfield Ridge Condominium Association, as a result of the use of these facilities by me (us) and/ or my (our) guests shall first be deducted from the deposit. Any additional balance that might remain shall be paid in full by me (us) upon presentation of a billing statement.

I am required to send a check in the amount of \$275 to secure my reservation. This amount includes the reservation deposit of \$200 and the rental fee of \$75.00.

Make one \$275 check payable to the *Springfield Ridge Condominium Association*. When the clubhouse is found to have been left in satisfactory condition, the deposit of \$200 will be returned to you.

Resident Signature: _____

Date: _____

Please contact Ron Biroshack (330) 806-3677 OR Rosanne Morell (330) 727-3970 for clubhouse rental prior to rental date.

THE POOL, EXERCISE ROOM, AND OFFICES, ARE NOT INCLUDED IN THE RENTAL OF THE CLUBHOUSE. WHILE ATTENDING A PARTY AT THE CLUBHOUSE NO ONE FROM THE PARTY IS PERMITTED TO USE THE POOL, EXERCISE ROOM, OR OFFICES.

THE CLUBHOUSE AND THE SWIMMING POOL AREA ARE NON-SMOKING FACILITIES.

Springfield Ridge Clubhouse Rules and Regulations

Reservations can be made by contacting BrodMor Property Management at (330) 726-7330. A rental date will be secured only when all fees have been paid in full.

The maximum number of people allowed for a clubhouse rental is 45.

Important items to keep in mind:

1. No events will be booked for residents under the age of 21.
2. All social activities shall end no later than 11:00pm.
3. When the clubhouse facilities are being rented, all the residents of the Springfield ridge community continue to have full rights to the swimming pool area, exercise room, bathrooms, and offices.
4. There are chairs and tables in the storage closet provided to the use of the clubhouse renter(s) and their guests.
5. Preparation for the party of other social activity shall be made on the day of the social event and the premises will be cleaned and left in good order immediately thereafter; or, if that is not possible, by no later than 9:00am the following day.

The clubhouse renter shall:

1. Be completely responsible for the behavior of their guests at all times.
2. Assume full responsibility for the theft of any property from and/ or damage to the clubhouse the swimming pool area, the exercise room, or any other part of the premises.
3. Keep in mind that parking allowed in the adjoining parking lot and on the street, as long as it does not obstruct the flow of traffic.
4. Assure their guests depart from the premises in a manner that will not disturb the other residents.
5. Leave the clubhouse and all other premises in a clean condition (see clean-up check list).
6. Fireplace must be turned off before leaving.
7. Close and secure the premises, lock all doors, turn all thermostats down to 55 degrees in the winter, turn off air conditioners in the summer, and turn all lights off before leaving.
8. Ensure the use of appropriate covers in order to protect the dining room tables at all times.
9. Ensure the pool table shall never be moved nor used as a regular table without a cover being placed over it.
10. Ensure that children under the age of 18 will be accompanied by an adult at all times when in the clubhouse or in the pool area.
11. Not permit any loud and boisterous noises, profanity, or any other offensive behavior
12. Not permit extreme loud and/ or offensive music.
13. Not permit pets or animals of any kind in the clubhouse, the pool area, or any of the premises.
14. Not permit the use of the clubhouse or any of the premises for business meetings or any other form of commercial use.
15. Not reserve the clubhouse or any of the premises on behalf of a non-resident group or organization. An overt violation of this rule will result in a forfeiture of the deposit fee.
16. Not permit the use of the exercise room by any of the guests. An overt violation of this rule will result in the forfeiture of the deposit fee.
17. Not permit any bottles, glass or any garbage, or hazardous object in any part of the premises.
18. Not permit any smoking in the clubhouse or in the swimming pool area. If guests smoke outside, all cigarette butts and related objects shall be discarded picked up and discarded in an appropriate manner.

Clubhouse Cleanup Checklist

- _____ Kitchen counters wiped
- _____ Kitchen floor swept and mopped
- _____ Clubhouse carpet vacuumed
- _____ Lobby swept and mopped
- _____ Restrooms swept and mopped – plugged toilets fixed
- _____ Tables/ chairs in clubhouse wiped off and put away
- _____ All cigarette butts and trash picked up from outside
- _____ Trash taken out of kitchen and both bathrooms
- _____ Trash can liners replaced
- _____ Run garbage disposal
- _____ LOCK ALL WINDOWS AND DOORS when leaving
- _____ TURN OFF ALL THE LIGHTS INSIDE AND OUTSIDE
- _____ Turn OFF fireplace when used
- _____ If gas grill used, must be cleaned and relined with foil

** _____ **Set all THERMOSTATS at 55 degrees in winter months and off in summer months after rental.**

DEPOSITS WILL BE WITHELD WHEN NECESSARY UPON INSPECTION WHEN NEGLIGENCE IS NOTED. THANK YOU.