

RECREATION ROOM RENTAL APPLICATION AND AGREEMENT

****ONLY SHAREHOLDERS AND INDIVIDUALS THAT RESIDE WITH THE SHAREHOLDER ARE PERMITTED TO RENT THE RECREATION ROOM. SHAREHOLDERS MAY NOT RENT THE RECREATION ROOM FOR A NON-RESIDING RESIDENT.**

Shareholder Name: _____ Address: _____, Howard Beach, NY 11414

Rental Date: _____ Type of event: _____ Rental Fee: \$300.00 Deposit: \$300.00

RENTAL HOURS: 1:00 pm to 7:00 pm – The room must be vacated by 7:00 pm. - **NO MORE THAN 50 PEOPLE.** *INITIAL ___

MUSIC: Only soft background music is allowed. **NO DJ OR STEREO SPEAKERS ARE ALLOWED.** *INITIAL ___

DECORATION: The use of nails, tacks, and staples ARE PROHIBITED. Tape may be used on metal ceiling tracks only, and must be removed after the event. **Surveillance camera must NOT be blocked by anything, at anytime.**

GAMBLING OF ANY KIND IS PROHIBITED. *INITIAL ___

CLEAN-UP & LOCK-UP: After the event, you are required to comply with the following:

1. Chairs are to be returned to the chair caddy.
2. All decorations will be removed, the floor cleaned of spills, and broom swept.
3. All food must be removed and, the stove and refrigerator must be cleaned.
4. All party garbage is to be removed from the premises.
5. All lights and the air conditioner must be turned off.
6. All windows, the back entrance door, and the main front door must be closed and locked.

AGREEMENT

1. Shareholder(s) agrees to instruct my guests not to park illegally in a driveway or parking space or double park anywhere on the Co-Op property. I understand that I will be held responsible for any parking violations.
2. Shareholder(s) agree to instruct my guests to be considerate of the Shareholders living above by not carrying on loud conversations outside or inside the room, and not to be disruptive.
3. Shareholder **MUST advise their guests where the party room is located, guests are not allowed to ring building doorbells.**
4. Shareholder(s) agree to be held responsible for any damage caused outside and inside the recreation room. **NO OUTDOOR ACTIVITY IS ALLOWED, ALL FESTIVITIES MUST REMAIN IN THE RECREATION ROOM** *INITIAL ___
5. Shareholder(s) agree to instruct my guests that there is **NO SMOKING ALLOWED** inside the recreation room or within ten (10) feet of the building door or stair entrance.
6. THE KEYS TO THE RECREATION ROOM MUST BE PICKED UP IN THE CO-OP OFFICE BY 1:00 PM THE FRIDAY BEFORE THE EVENT. **IF THE KEY IS NOT RETURNED WITHIN 3 DAYS AFTER THE EVENT, \$75.00 WILL BE DEDUCTED FROM MY DEPOSIT FOR A NEW LOCK AND KEYS.** *INITIAL ___

TO ENSURE COMPLIANCE OF THIS AGREEMENT, THE RECREATION ROOM WILL BE UNDER VIDEO SURVEILLANCE. IF RULES ARE VIOLATED, THE SHAREHOLDER AND THE UNIT WILL BE BANNED PERMANENTLY FROM OBTAINING THE RECREATION SPACE.

I UNDERSTAND THAT DEPOSIT CHECKS WILL BE CASHED, AND A REFUND WILL BE IN THE FORM OF A LINDENWOOD GARDENS COMPANY CHECK. ANY BREACH OF THE ABOVE RULES MAKES MY DEPOSIT SUBJECT TO FORFEITURE.

I HAVE READ THIS AGREEMENT AND UNDERSTAND ITS TERMS AND CONDITIONS

ACCEPTED BY (signature): _____ UNIT NUMBER: _____

PRINTED NAME: _____ DAY OF EVENT CONTACT PHONE #: _____