



**THORNBERRY CONDOMINIUM ASSOCIATION  
REQUEST FOR RENTAL OF THE CLUBHOUSE, POOL, & PAVILION - (Pool Uncovered)**

Revised April 17, 2026

**Owner's Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

In consideration of the fees set forth herein, you have rented the Clubhouse, Pool, and Pavilion for the following function:

**Function:** \_\_\_\_\_ **Number of Guests:** \_\_\_\_\_

**OCCUPANCY LIMIT IS 54 PER ROBINSON TOWNSHIP**

**Date of Function:** \_\_\_\_\_ **Time of Function: FROM** \_\_\_\_\_ **TO** \_\_\_\_\_

1. During the Board-approved Pool Season, the Clubhouse, Pool, and Pavilion are rented together. A Thornberry Owner cannot rent the Clubhouse at this time without also renting the Pool and Pavilion. The rental fee includes payment of the Pool Monitor/Life Guard Fee.

**All requests for rental must be approved by the Board of Directors. In addition, rentals are subject to the availability of a Pool Monitor which is an important consideration, especially near the end of the Pool Season. Therefore, all Rental Requests and payment of the Rental Fee and Security Deposit should be submitted at least two (2) weeks in advance of your planned function.**

2. The Owner (Lessee) must be in attendance at the party.
3. Lessee agrees to hold harmless and indemnify Thornberry Condominium Association (Lessor), the Condominium Officers and Employees from any and all claims and expenses arising from this rental, subject solely to the gross negligence of the Lessee.
4. Lessee agrees that he/she is responsible for any and all damages that occur to the premises, furniture, building, ground, etc., during Lessee's occupancy of the Clubhouse, Pool, and Pavilion facilities, and that the Lessee will leave the Clubhouse, Pool, and Pavilion areas in the same condition as delivered to Lessee. LESSEE UNDERSTANDS AND AGREES THAT AN ADDITIONAL CHARGE OF **\$100** WILL BE ASSESSED IF CLEANING MUST BE DONE BY THE STAFF OR AN OUTSIDE CONTRACTOR BECAUSE OF THE LESSEE'S USE OF THESE FACILITIES. The assessment of any additional charges will be at the sole discretion of the Lessor.
5. All Lessee's and Guests' personal property and automobiles brought on Lessor's property shall be at Lessee's and Guests' risk, and not the responsibility of the Association.
6. The Clubhouse, Pool, and Pavilion are available for private use between the hours of 8:00 PM to midnight Sunday through Saturday. LESSEE AND HIS/HER GUESTS MUST VACATE THE PREMISES BY MIDNIGHT. Lessee may arrive one (1) hour earlier with the understanding that residents will still be enjoying their access to the amenities until 8:00 pm. LESSEE WILL BE FINED ACCORDINGLY IF HE/SHE AND GUESTS HAVE NOT CLEANED UP AND VACATED THE PREMISES BY MIDNIGHT.
7. Lessee understands that he/she is responsible for the actions of his/her guests and is liable for any fine imposed by the Association for his/her guests' violating any of the Association's rules.
8. Lessee agrees to comply with all Federal and State Laws, the Condominium Declaration, the Code of Regulations, and subsequent Declaration of Condominium Council. Minors in attendance are subject to PA L.C.B. laws and the drinking age of 21 years old.
9. The Clubhouse, Pool, and Pavilion Rental Fee (with pool uncovered) and the required Security Deposit are:

<b>Clubhouse, Pool, &amp; Pavilion Fee:</b>	<b>\$ 200</b>
<b>Security Deposit:</b>	<b>\$ 250</b>
<b>Pool Monitor Fee:</b>	<b>\$ 200</b>



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**TWO (2) CHECKS ARE TO BE WRITTEN, PAYABLE TO THORNBERRY CONDOMINIUM ASSOCIATION, FOR THE ABOVE AMOUNTS.**

- 10. NO PETS are permitted in the Clubhouse or pool area.
- 11. NO GLASS articles are permitted in the pool area.
- 12. Nothing can be taped or tacked to the walls in the Clubhouse.
- 13. Parking is limited to the parking lots near the pool and the tennis courts. NO GUEST IS PERMITTED TO PARK IN ANY RESIDENT PARKING AREA.
- 14. **Lessee is responsible** for providing all food supplies and **all disposable products** to be used including plates, napkins, utensils, cups, paper towels, garbage bags, etc.
- 15. Loud music is prohibited after midnight for all functions.
- 16. Before leaving the Clubhouse, the Lessee agrees to turn off all electrical items (e.g., lights, stove, television, etc.) and to ensure that no water is running (e.g., sinks, toilets, dishwasher). **Thermostat and refrigerator control settings must comply with checklist standards.** All windows and doors must be locked.
- 17. Trash is to be deposited into garbage bags, and the bags should be placed beside the Maintenance dumpster in the lower parking lot if the dumpster is locked. If the dumpster gate is not locked, the trash bags should be placed in the dumpster and the gate returned to the closed position.
- 18. **SMOKING AND/OR VAPING (Electronic Cigarettes) ARE ONLY PERMITTED AT THE BOTTOM OF THE STEPS NEAR THE MAINTENANCE OFFICE DOOR.** (The steps lead from the fence gate at the back of the pool.)
- 19. I HAVE INSPECTED THE CLUBHOUSE, POOL, AND PAVILION AND THEIR CONTENTS AND AGREE THAT THEY ARE CLEAN AND IN GOOD CONDITION PRIOR TO MY USAGE, EXCEPT AS NOTED ON THE FRONT OF THIS FORM AND INITIALED BY THE MAINTENANCE SUPERVISOR.
- 20. The security deposit of \$ 250 will be returned to the Unit Owner after subsequent inspection, within thirty (30) days of the date of usage of the facilities, less any legitimate deductions for repair of damage, cleaning, supplies, or fines assessed for rule violations. Leave the Clubhouse, Pool, and Pavilion areas in the same condition as you received them. This includes: grill clean and turned off, garbage bags put in or beside the dumpster, countertops and tables wiped down, all personal items removed from Pool and Clubhouse, etc.

**NOTE:**

A checklist of Opening and Closing Responsibilities will be provided to you and should be completed by you before and after your function. The checklist should remain in the Clubhouse for the Maintenance Supervisor to reference when the room is inspected.

**Accepted By:** \_\_\_\_\_ (Owner's Signature)

**Owner's Address:** \_\_\_\_\_

**Owner's Phone/Contact Number(s):** \_\_\_\_\_

**Approved by:** \_\_\_\_\_



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**ADDENDUM "A"  
CLUBHOUSE, POOL, & PAVILION CLEANING AND DAMAGE REPORT**

Name of LESSEEr: \_\_\_\_\_ Date of Rental: \_\_\_\_\_

Address of LESSEE: \_\_\_\_\_ Date of Report: \_\_\_\_\_

**RENTER:**

- This form is to be signed by you and returned to the Management Office accompanying the rental agreement contract.
- On the morning of your scheduled function, make arrangements with the Maintenance Supervisor to inspect the Clubhouse, Pool, and Pavilion to ensure they are in good order.
- Prior to signing this report, review the form thoroughly with the intent of understanding the charges that could be assessed. Signing this blank form indicates your knowledge of other various charges and your agreement to them should they be assessed.
- Keep a copy of this form for you to use at the time of cleaning to serve as a guideline.

**MAINTENANCE SUPERVISOR:**

- This report is to be filled out by you on the first working day after a Clubhouse, Pool, and Pavilion rental and returned immediately to the Management Office.
- All lines are to be filled in accurately and completely. Include details as necessary.

**CLEANING & DAMAGE REPORT QUESTIONS/COMMENTS:**

1) Were any function decorations or personal items left in the facility areas? \_\_\_\_\_ If so, list and explain.

\_\_\_\_\_  
\_\_\_\_\_

Any items left in the facility areas will be disposed of immediately. Beer kegs must be removed immediately upon the expiration of the rental period, unless special arrangements are made in advance.

2) Were any lights/electrical appliances left on or was any water running? \_\_\_\_\_ If so, explain which ones.

\_\_\_\_\_  
\_\_\_\_\_

3) Was heat set above 68 degrees on the thermostat? \_\_\_\_\_

Was air conditioning set below 78 degrees on the thermostat? \_\_\_\_\_

4) Is all Association property accounted for? \_\_\_\_\_ If not, explain.

\_\_\_\_\_  
\_\_\_\_\_

Charges will be assessed on an actual cost to replace basis.

5) Are all of the rental items cleaned and accounted for (if applicable)? \_\_\_\_\_ If not, explain.

\_\_\_\_\_  
\_\_\_\_\_



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- 6) Were the Police, the Community Manager, the Maintenance Staff or Board Members called to the function due to excessive noise, damage, parking or other rule violations? \_\_\_\_\_ This will result in a full loss of security deposit.
- 7) Were the keys returned? \_\_\_\_\_ (\$5 Late Return Charge; \$50 Lost Keys Charge)
- 8) Was any damage visible? \_\_\_\_\_ If so, explain with an estimated cost to repair.

\_\_\_\_\_

9) Explain any other items of interest to be brought to the attention of the Board of Directors or the Management Company. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**NOTE:**

**A FINE OF \$50 WILL BE ASSESSED FOR EACH RULE VIOLATION WHETHER BY THE OWNER/RENTER OR A GUEST OF THE OWNER/RENTER. DAMAGE WILL BE CHARGED ON AN ACTUAL COST TO REPAIR OR REPLACE BASIS.**

\_\_\_\_\_

**I UNDERSTAND THE ABOVE CHARGES AND AGREE TO THEM.**

Accepted: Print Name/Signature of Renter \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

**I HAVE INSPECTED THE COMMUNITY ROOM AND HAVE NOTED MY FINDINGS.**

Print Name/Signature of Maintenance Supervisor \_\_\_\_\_ Date of Inspection \_\_\_\_\_