



S.L.P.O.A. RENTAL AGREEMENT

The SKYLINE LAKES PROPERTY OWNERS ASSOCIATION hereby agrees to rent the Clubhouse Rental Hall, Kitchen Facilities, Bathrooms and Outside Property Grounds.

Renter:
Address:

Phone Number:

Date:

From:

Until:

(Max 5 hours)

Purposes:

Number Attending:

Rental Fee: **\$200 (Member)**

\$350 (Non-Member)

TV Rental fee: **\$10 Yes/No**

Security Deposit: **\$200.00**

Member: **YES/NO**

The RENTER hereby agrees to the following terms: **(Please initial where indicated)**

1. *No more than 100 persons will attend.*
2. ***The Facilities will be cleaned, as specified in the Security Deposit Refund Requirements following the rental. Failure to do so will result in forfeiture of the entire security deposit or part thereof.***
3. **NON-MEMBER RENTAL:** The rental agreement includes only the Facilities specified in this contract. **Lounge and Swimming Facilities are not included in this contract and their use is prohibited.** The Renter acknowledges that it is his/her responsibility to monitor their guests' usage of SLPOA's facilities. The Renter agrees to hold SLPOA harmless for any actions which may result from the use of facilities which are not specified in this contract. **(Please initial _____).**
4. **MEMBER RENTAL:** The Renter acknowledges that the use of SLPOA's facilities which are not specified in this contract, are **"AT YOUR OWN RISK"** and that SLPOA does not supply lifeguards or any form of supervision for private rentals. The Renter acknowledges that it is his/her responsibility to monitor their guests' usage of SLPOA's facilities. The Renter agrees to hold SLPOA harmless for any actions which may result from the use of facilities which are not specified in this contract. **(Please initial _____)**
5. The Renter is responsible for any damage done to the Facilities during the rental period even if the monetary amount exceeds the security deposit. **(Please initial _____).**
6. **MEMBERS and NON MEMBERS:** Any type of arts and crafts will not be done on the carpet. All craft tables are to be set up on the wooden floor. If you fail to do this, your security deposit will be held for carpet cleaning. **(Please initial _____).**
7. The Renter, as host, assumes total responsibility as server and dispenser of all alcoholic beverages and the consumption of alcoholic beverages by person attending the event. Minors (under Age 21) will not be served and must not drink on the premises. **(Please initial _____).**
8. Adequate adult supervision of minors must be provided by the LEASEE. **PLEASE KEEP MINORS AWAY FROM THE LAKES, DOCKS, DAMS, BOATS AND WILDLIFE!**
9. If the Renter cancels the rental within thirty days (30) of the event, all rental fees will be held by SLPOA. If a new rental date is booked within six months of the original cancellation date, the original rental fees will be credited. After six months, all rental fees will be forfeited.
10. The Renter acknowledges that as host, his/her personal liability coverage under their Homeowners Insurance will be the primary coverage for any actions occurring at their function. The Renter **must** contact their Homeowner's Insurance Company

and provide a **Certificate of Insurance, naming SLPOA as insured, 4 weeks prior to the rental date.** Failure to provide the Certificate of Insurance will forfeit this rental agreement and the Renter's deposit. In addition, the Security Deposit of \$200.00 **must** also be received 4 weeks prior to the rental. **(Please initial _____).**

11. In no event will unruly behavior be tolerated. Complaints from the Police will result in immediate cancellation of the event. Any Board Director or the Lounge Bartender has the right to intervene if the Renter or any of his/his guests violate any SLPOA provisions Borough of Ringwood Laws or sections of the contract.

12. **Smoke machines are not allowed by DJ's.** They set off the fire alarms.

13. **Indemnity.** *The Renting Party shall indemnify, defend and HOLD HARMLESS the Skyline Lakes Property Owners Association and its officers and members against any and all demands, causes of action, or any other claim of the Renting Party, it's members, agents, employees, subcontractors, patrons, guests or invitees arising out of or related to the Renting Party's Rental of the Clubhouse Hall.*

In order to receive all of your \$200.00 SECURITY DEPOSIT, the following provisions must be met:

1. Put away ALL tables and chairs in the designated closets in the order in which they were found, insuring no damage.
2. NO ceiling or wall decorations permitted. Table decorations are fine.
3. ALL floors must be swept/vacuumed, and ALL FLOORS WASHED.
4. Bathrooms must be cleaned and faucets must be turned off, trash baskets emptied, floors washed.
5. All trash must be separated and deposited in dumpster. **All recyclable items must be placed in their designated cans located outside by the dumpster. All cans and bottles must be recycled in designated cans.**
6. Kitchen must be cleaned, floor swept and washed, stove washed down, windows locked, refrigerator cleaned out, gas and faucets turned off, sink cleaned. **Please be advised that you are responsible for \$500.00 to refill fire suppressant system if you set it off.**
7. All lights must be turned off and doors must be locked at bolted.
8. Set heat to 60 degrees and/or air conditioning to 76 degrees.
9. Outside grounds must be cleaned, if utilized. All cigarette butts, cans, cups etc. must be picked up.
10. Return keys to Rental Director immediately after function.

SECURITY DEPOSIT REFUND REQUIREMENTS: (Please Initial _____).

ADDITIONAL PROVISIONS

1. Keys can be picked up at the address below one day prior to the rental date if there is not a function (After 7:00 pm).
2. Decorating and set up may be done the night prior or the day of the event, if there is no other rental or conflict with a SLPOA function.
3. Any damage noticed should be reported prior to the rental. Any damage that occurs during the rental should be reported by 9:00 a.m. the following day.
4. When a member rents the clubhouse at the reduced member rate, signs the contract and provides us with an Insurance Policy, that member must be present for the entire durations of the rental.
5. **You cannot rent the clubhouse for a non-member so they can benefit by getting the lower member price.** You will risk losing your security deposit, future rental privileges of the clubhouse and the risk of losing your membership.

Please sign this contract, make a copy for your records and return one copy along with the Rental Fee to:

Michele Perez
104 Skyline Lakes Drive
Ringwood, NJ 07456

Please make checks payable to: S.L.P.O.A.

I have read the above conditions for rental of the SLPOA Facilities and agree to all of the terms stated therein and above

SIGNATURE: _____ RENTAL DATE: _____

SIGNATURE: _____ (For SLPOA): _____