

Sycamore Meadows Clubhouse Rental

The clubhouse renter must be an Sycamore Meadows COA owner and/or resident.

The rental period is 12:00 noon to 1:00 AM.

A fifty dollar (\$50.00) deposit is required. A rental fee of thirty-five (\$35.00) is charged.

Clubhouse rental is exclusively for private social functions and may not include fundraising, admission fees, or advertisement to the general public.

Neither the pool nor any of its surrounding patios is included with clubhouse rental.

The maximum capacity of thirty-eight may not be exceeded.

Decorations are not to be affixed to the floor, walls, ceilings or fixtures with nails, tacks, staples or other fasteners, which would damage the premises in any way. The renter accepts responsibility for any and all damage.

Furniture, tables and chairs are not to be removed from the clubhouse.

The renter agrees no disturbance will be created while occupying the clubhouse. Live music (bands, disc jockeys, etc.) is prohibited without prior written approval by the Board of Managers. All special requests (e.g. live music) must be submitted to the Board of Managers no later than thirty days prior to the requested rental date.

The renter must be present at all times during the function for which he/she has rented the clubhouse, and is responsible for any and all actions of his/her guests.

The fireplace ? may be used. The renter must provide his/her own wood. Ashes should be allowed to cool and removed the following morning. Close the glass doors after use.

Children may not play in the driveway or parking area. Guests may not loiter outside the building.

Upon leaving the building, it is the renter's responsibility to:

- 1) Turn off all lights except table lamps. (Ceiling fans and lights are operated by switch.)
- 2) Set heating system thermostat (located on the wall to the right of the entrance door) to 50 degrees.
- 3) If the air conditioner is on, turn the unit to the off / auto positions before leaving.
- 4) Close and lock all windows and doors.

It is the renter's responsibility to have the clubhouse completely cleaned by noon on the day immediately following the day that the rental period began. If the clubhouse has not been completely cleaned by that time, management may then have it cleaned at the renter's expense. Cleaning should include mopping the floor, vacuuming the carpet, removing trash, cleaning the bathrooms, removing snacks and beverages from the refrigerator, etc. The parking lot should be clean of all litter and cigarette butts as well.

The clubhouse entrance key must be returned by noon on the day immediately following the day the rental period began. The renter's security deposit will be forfeited in the case of inadequate cleanup or if any part of the rental agreement is not followed. Amounts incurred from repairs or maintenance in excess of the security deposit will be invoiced to the clubhouse renter with payment due, in full, within thirty days. Failure to comply with the above rules and regulations can cause forfeiture of future rental privileges.

I agree with the policies as stated above: _____

Date: _____ Unit number: _____