

HARBOR POINT PROPERTY OWNERS' ASSOCIATION
122 TRINITY DR., TRINITY TX 75862
OFFICE 936-594-7853 FAX 936-594-9959 GATE 936-594-2099
Email: office@harborpointpoa.net www.harborpointpoa.net
Office Hours: Tuesday – Saturday from 10:00AM to 2:00PM

CLUBHOUSE RENTAL AGREEMENT

535 Lake Shore Drive, Trinity, TX 75862

THE HARBOR POINT CLUBHOUSE CAN BE RENTED TO PROPERTY OWNERS IF THEY ARE CURRENT ON THEIR MAINTENANCE FEES AND DO NOT HAVE ANY UNCURED DEED RESTRICTION VIOLATIONS OR FINES. **THE DAILY RENTAL FEE IS \$150.00 PER DAY AND THERE IS A \$200.00 REFUNDABLE DEPOSIT.** THE RENTAL FEE AND DEPOSIT MUST BE PAID VIA E-PAYMENT IN MANAGECASA OR IN THE OFFICE PRIOR TO RESERVATION CONFIRMATION. THE \$200.00 DEPOSIT IS REFUNDABLE IF THE CLUBHOUSE HAS BEEN PROPERLY CLEANED (SEE CLEANING INSTRUCTIONS) AND THERE IS NO DAMAGE TO THE FACILITY. ANY AND ALL DAMAGE IS AT THE OWNERS EXPENSE FOR REPLACEMENT OR REPAIR. ALL RULES (SEE CLUBHOUSE RENTAL RULES) MUST BE FOLLOWED BY THE RENTER AND THEIR GUESTS. **CHECK IN TIME IS 10:00 AM AND CHECK OUT TIME IS BY 10:00 PM**

PROPERTY OWNER'S INFORMATION:

PROPERTY OWNER'S NAME: _____

Please print

PROPERTY OWNER'S ADDRESS: _____

HP SECTION _____ AND LOT(s) _____ PHONE # _____

EMAIL: _____

RENTAL INFORMATION:

RENTAL DATE(S): _____

RENTAL FEE OF \$150.00 PAID BY CASH _____ CHECK# _____ CC _____ E-PAYMENT _____

DEPOSIT OF \$200.00 PAID BY CASH _____ CHECK# _____ CC _____ ONLY (no E-pay)

DEPOSIT RETURNED _____ IN PERSON _____ MAILED _____ DATE: _____

CANCELLATION POLICY:

YOUR RENTAL FEE IS 100% REFUNDABLE IF YOU CANCEL AT LEAST 2 WEEKS PRIOR TO THE REGULAR RENTAL DATE OR AT LEAST 30 DAYS PRIOR TO THE HOLIDAY RENTAL DATE.

YOUR RENTAL FEE IS 50% REFUNDABLE IF YOU CANCEL LESS THAN 2 WEEKS PRIOR TO THE REGULAR RENTAL DATE OR LESS THAN 30 DAYS PRIOR TO THE HOLIDAY RENTAL DATE.

PROPERTY OWNER CANCELLED ON _____ AND IS ENTITLED TO A REFUND IN THE AMOUNT OF \$ _____ WHICH IS EQUAL TO 50% OR 100% OF THE RENTAL FEE BASED ON THE CANCELLATION POLICY ABOVE. **HPPOA INITIALS** _____

CLUBHOUSE RENTAL RULES:

1. ALL TRASH MUST BE TAKEN TO THE DUMPSTER BY THE RENTER.
2. NO SMOKING or VAPING INSIDE CLUBHOUSE OR RESTROOM. SMOKING IS PERMITTED ANYWHERE ON THE DECK AREA.
3. BARBECUING IS PERMITTED IN APPROVED PITS ONLY AND IS NOT PERMITTED ON THE DECK.
4. NO ROWDY OR LEWD BEHAVIOR WILL BE PERMITTED AT ANY TIME, AND QUIET HOURS MUST BE ADHERED TO AFTER 10:00 P.M.
5. ONLY THE DECK, KITCHEN, LARGE ROOM, AND BATHROOM WILL BE AVAILABE TO THE RENTERS.
6. RENTERS WILL SUPPLY ALL OF THEIR OWN COOKING & EATING SUPPLIES. THIS ALSO INCLUDES BARBECUING OR FRYING EQUIPMENT.
7. IF RENTER USES THE STOVE/OVEN, IT MUST BE CLEANED INSIDE AND OUT.
8. AT NO TIME WILL GREASE BE POURED DOWN THE KITCHEN SINK DRAINS, OR IN THE RESTROOM FACILITY.
9. THE GATE ATTENDANTS ARE TO BE ADVISED OF THE NUMBER OF GUESTS IN YOUR PARTY.
10. YOU, AS A PROPERTY OWNER, ARE RESPONSIBLE FOR YOUR GUESTS AT ALL TIMES.
11. ALL OF YOUR GUESTS ARE TO FOLLOW ALL RULES & REGULATIONS SET DOWN BY THE HARBOR POINT HOMEOWNERS ASSOCIATION THE SAME APPLIES TO YOU!!!
12. BOUNCE HOUSES, WATER SLIDES, ETC. WILL BE AN ADDITIONAL WATER CHARGE OF \$150.00 MAY BE USED OUTSIDE THE CLUBHOUSE (near park) HOWEVER THE HPPOA IS NOT RESPONSIBLE FOR ANY INJURIES.
13. DO NOT PUT HOLES IN THE WALLS! Command strips may be used to hang décor.

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CLEANING INSTRUCTIONS:

- 1) EMPTY THE TRASH FROM ALL TRASH CANS, INCLUDING OUTSIDE PATIO CANS AND RESTROOM. ALL TRASH MUST BE TAKEN TO THE HARBOR POINT DUMPSTERS.
- 2) WIPE DOWN ALL COUNTERTOPS AND TABLES. THE TABLES AND CHAIRS DO NOT NEED TO BE FOLDED AND STACKED.
- 3) SWEEP THE ENTIRE CLUBHOUSE AREA. PLEASE MOP/WASH ANY SPILL AREA TO REMOVE ANY STICKY RESIDUE.
- 4) THE RENTAL ENDS AT 10:00 PM. CONFIRM ALL DOORS ARE LOCKED AND ALL LIGHTS ARE TURNED OFF.
- 5) THE CLUBHOUSE KEY MAY BE PICKED UP AS EARLY AS 10:00 AM THE DAY OF THE RENTAL. PICK UP THE KEY FROM THE ENTRY GATE ATTENDANT.
- 6) THE CLUBHOUSE KEY MUST BE RETURNED TO THE ENTRY GATE ATTENAENT BY 10:00 PM THE DAY OF RENTAL OR BY 8:00 AM THE FOLLOWING MORNING AT THE LATEST.
- 7) THE CLUBHOUSE MUST BE CLEANED AND TABLES AND CHAIRS PLACED BACK IN ORDER BY THE END OF THE RENTAL DAY. THE TABLES AND CHAIRS DO NOT NEED TO BE FOLDED AND STACKED.
- 8) THERE ARE NO EXCEPTIONS TO THE ABOVE CLEANING DUTIES.

By signature below, the Property Owner agrees he/she has read the Rental Agreement, Cancellation Policy, Rules and the Cleaning Instructions and agrees to all

Property Owner's Signature

Date

HPPOA Signature Date

Date