

Palm Beach Plantation Homeowners Association, Inc.

HOA CLUBHOUSE RENTAL AGREEMENT

8751 Palm Beach Plantation Blvd.
Royal Palm Beach, FL 33411
PHONE: 561-204-6566 EMAIL: Assistant@PBPHOA.COM

CLUBHOUSE RESERVATION TERMS

- Clubhouse Rental Fee of \$400.00, **NO CASH**, is **Non-Refundable** and due with the signed rental agreement.
- Reservations must be made at least two weeks in advance.
A Refundable Security/Damage Deposit of \$300.00, payable by a bank certified check or money order - **NO CASH** -, and the guest list **MUST BE** sent to Envera no later than noon the Friday prior to the event. If no damage is incurred, the security deposit will be returned.
- Copy of resident's drivers' license required.
- Clubhouse set-up/decorating cannot begin prior to 11:00 am on the day of the weekend event. If an event falls during business hours, setup cannot begin until after 3:00 pm.
- Rental period will be a maximum of 12 hours (11am -11pm), including prep & clean-up time.
- A rental date is not secure until the contract is signed, and the fee and deposit is received.

RULES AND RESTRICTIONS

1. Members must be in good standing in order to rent the clubhouse.
2. The renter must be always present during the rental period.
3. The maximum capacity is 100 people.
4. All activities are to be kept on the clubhouse grounds.
5. Clubhouse furniture is not to be moved or removed from the interior of the clubhouse. An additional charge of \$100 will apply if ITEM NO.5 is not followed.
6. Renter understands that the clubhouse is located in a residential neighborhood. The Renter agrees to respect the peace and quiet of the neighbors in the Community. Music must be kept at a "background" level.
7. The Clubhouse has a No Smoking policy. Renter will not permit smoking inside the Clubhouse.
8. Renter will conduct no illegal activity upon the premises and will comply with all applicable laws, rules, and ordinances.
9. No birdseed, rice, confetti, silly string, glitter, or other substitutes are allowed in the Clubhouse or surrounding premises. Use no nails, tacks or pins; removable tape and a 'Stik-Tak' type product are allowed. The Renter shall not remove or take down existing Clubhouse decorations.
10. Parking must be kept to the Clubhouse parking lot. Parking is limited and residents reserve the right to use parking at the Clubhouse; therefore, the number of parking spaces available for Clubhouse rental cannot be guaranteed or reserved.
11. Renter and guests are not allowed to use the Pool or Fitness Room.
12. Pets are not permitted on the Clubhouse premises.
13. The clubhouse must be cleaned, and all persons must vacate the facility by 11 :00 PM. An additional charge of \$100 will apply if ITEM NO. 13 is not followed.
14. Events cannot be open to the public to attend and cannot be publicly advertised.

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CLEAN UP AND LOCK UP

Renter agrees to perform the following clean-up, immediately after the event or as agreed with the manager of the Clubhouse.

- Remove all decorations and personal effects.
- Wipe all tables, chairs, and any other clubhouse furniture that was used (sofas, etc.), and return them to their original locations.
- The floors must be swept, and any spots mopped/wiped clean.
- In the kitchen, wipe the counters, microwave, and refrigerator, if used.
- Put all garbage in bags and place them in the dumpster.
- The Clubhouse must be left secure. All doors must be locked, including the bathroom doors.

If the above is not adhered to, an additional fee of up to \$300 will be assessed and payable prior to the refund of the deposit.

All additional rental equipment is the responsibility of the renter to provide and Palm Beach Plantation Homeowners Association and its agents will not be held responsible for damage, loss, or misuse due to negligence.

Existing damage to the Clubhouse is as noted:

The person signing this rental agreement knowingly assumes all responsibility for the Rental and actions of each person in the Rental party.

I, undersigned Clubhouse Renter, certify that I have read the Rental Agreement and agree to the rental terms set forth above and assume responsibility for the enforcement of the Rental Agreement. **I do agree to pay for all repairs and damage to the building facilities and/or equipment and/or other Association property resulting from or related to the use of the Clubhouse and to pay the cost to replace and/or repair as necessary any furniture, fixtures, equipment and property that is damaged by such use in excess of the \$1,000.00 Security Deposit. I understand and agree that any such excess amounts may be assessed against my property in Palm Beach Plantation as an Individual Assessment in accordance with the Association governing documents.**

I further agree to indemnify and hold harmless Palm Beach Plantation Homeowners Association, its members, employees, officers, directors and agents, from any and all losses, claims, damages, liabilities, expenses, attorney's fees and costs, and obligations arising out of and related to injury to or death of any person, or damage to or loss of any property occurring as a result of, related to, or in connection with the use of the Clubhouse facilities by me, the Renter, and/or my guests.

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CLUBHOUSE RENTAL APPLICATION

SECURITY DEPOSIT: \$300.00 payable by a bank certified check or money order - **NO CASH**.
Refundable if Clubhouse, Association property, and equipment are left without damage.

RENTAL FEE: \$400.00 - **NO CASH**. (Non-Refundable)

All checks are to be payable to Palm Beach Plantation Homeowners Association, Inc.

I also concur that I have received the information sheet regarding the regulations for Rental of the clubhouse and any equipment and will abide by them.

Renter's Signature: _____

Date _____

DATE OF EVENT

TYPE OF EVENT

STARTING TIME _____

ENDING TIME _____

Someone will need to be present until the doors lock.

NUMBER OF PEOPLE ATTENDING _____

NAME OF CATERER _____ WILL CATERER USE APPLIANCES _____
(Caterer/Owner/Renter is responsible for leaving Kitchen Appliances in clean Order)

WILL MUSIC BE PROVIDED _____

NAME OF MUSICIAN _____

HOMEOWNER NAME RESPONSIBLE AND IN CHARGE OF EVENT

Print Name

ADDRESS

PHONE NUMBER

HOMEOWNERS SIGNATURE

DO YOU HAVE GENERAL LIABILITY INSURANCE:

YES NO