

VICTORIA BAY

3.6 “Clubhouse Rental Agreement”

CLUBHOUSE/POOL RENTAL AGREEMENT

Name of Homeowner(s): _____

Address: _____

Telephone: Home _____ Work: _____ Email _____

Date Requested: _____ Day of Week: _____

Time of Party: (From) _____ (To) _____

Lifeguard's Name: _____ Cert. #: _____

Number of People Attending: Adults _____ Children (1-13 yrs.) _____

Rental Fee Received: \$40 (waived for homeowners) Deposit Received: \$100.00



The clubhouse facilities may be rented for private parties sponsored by Victoria Bay homeowners. All clubhouse rentals are limited to the hours of 8:00 A.M. to 1:00 A.M. with a maximum attendance of 100 people. For every 10 guests under the age of 25 years, an adult over the age of 25 must be present. The clubhouse is a non-smoking facility and the Victoria Bay Homeowners Association, Inc. reserves the right to grant or deny rental of the clubhouse. In scheduling use of the clubhouse, the Association functions shall take precedent over private parties. The sponsoring homeowner(s) must be present for the duration of the party. (If the pool is going to be used in conjunction with the clubhouse for your event, a lifeguard will be required to be on site for a total of 10 guests or more.)

If any alcoholic beverage is served, homeowner(s) must provide proof of host liquor liability insurance with a combined single limit coverage of \$1,000,000 with respect to injuries, deaths or damages. This may be accomplished through a general liability or excess liability (umbrella) rider to the homeowner's policy, or through a separate policy, provided that the rider or additional policy specifically covers host liquor liability. Proof of such insurance must be delivered to the clubhouse committee at least one week prior to the clubhouse rental or this rental agreement is subject to automatic termination by the Association.

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If any alcoholic beverage other than unfortified wine or beer is served, or any alcoholic beverage is sold, homeowner(s) must also obtain a limited special occasion permit or such other permit required by the North Carolina ABC Commission.

The Clubhouse Committee representative, Amanda Burns (aburns103@hotmail.com), will officially reserve the facility, subject to availability, *upon receipt* of deposit, rental fee (waived for homeowners) and signed rental agreement. Mail to: Jorel Association Management, Attn: Victoria Bay Clubhouse Reservations P.O. Box 2191 Davidson, NC 28036. The committee will confirm the reservation with the homeowner.

Each homeowner(s) is responsible for cleaning the clubhouse after the party per the attached checklist. The Clubhouse Committee will do a complete inspection the morning after each party, including the carpet, and confirm that keys were returned. Assuming there is no cleaning necessary, the Committee will then release the deposit. *If the clubhouse keys are not returned, the homeowner will be responsible for the cost of rekeying the clubhouse (which is approximately \$255 but is subject to change).*

The rental fee is \$40.00 (waived for homeowners) with a refundable deposit of \$100.00. The Clubhouse Committee requests that you send in two separate checks – one for the fee and one for the deposit. The committee will send the rental fee, if applicable, on to the Homeowners Association and hold the deposit check until after the inspection. If the clubhouse is left clean and undamaged, the deposit check will be mailed back to the homeowner(s), or destroyed, at the homeowner's option. (Carpet shampooing, if needed, is \$75.)



I am using the pool facility and have contracted necessary (Initials) _____
lifeguards with the pool management company.

No liquor, other than beer or wine, will be served at the subject event
(Initials) _____

OR

Liquor is to be served and I have obtained necessary (Initials) _____
forms and submitted them.

I/We, the homeowner(s) have read and is/are familiar with the provisions of the above Agreement and the Rules of the facilities, and agree/s to comply with the same.

(Homeowner Signature)

(Date)

(Homeowner Signature)

(Date)

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VICTORIA BAY CLUBHOUSE HOMEOWNERS CLEAN-UP CHECKLIST

Name of Homeowner/Host: _____

Date of Event: _____

The Association does not provide a cleaning service after each event. Several events may be booked back-to-back in the clubhouse. Therefore, it will be necessary for the homeowner to leave the facility clean. Otherwise, you will be responsible for the cost of the additional cleaning service. Your fee pays for the management company coordination services, the follow-up inspection and periodic cleaning and supplies. The Association will provide a thorough cleaning service several times a month.



- _____ Bathrooms clean. No trash or water on the floor.
- _____ Kitchen cabinets and counter tops clean.
- _____ Refrigerator clean and empty. Sinks clean. No food or drinks left behind.
- _____ Tables left clean and all furniture in its place.
- _____ Floors clean. Tile mopped if spills occurred and carpet vacuumed.
- _____ Surrounding grounds in order.
- _____ Inspect general overall condition of facility.
- _____ Empty trash cans and deposit garbage in the large roll-away containers.
- _____ Clean glass doors.
- _____ Alarmed doors and windows closed and locked. Alarm set.

Comments: _____

Date Inspected: _____

Signature: _____