

Crosswinds Condominium Association

CLUBHOUSE RENTAL AGREEMENT

I, _____, a co-owner of Crosswinds Condominium Association; who resides at _____ unit # _____, enter into this agreement with Crosswinds Condominium Association (herein after referred to as "Condominium") and agree to the following rules and regulations for the purpose of renting the Clubhouse. Rental of the building is on a first come basis; therefore, completion of item #1 will reserve the building.

1. A rental fee of **\$100.00** is required to secure the building, (verbal reservations will not be accepted) this fee must be paid with a check or money order at the time of filing this agreement. This is a non-refundable fee. It pays for the use of the building only. As a courtesy, you may use the chairs and tables that are already in the building. If additional tables and/or chairs are needed, you may bring them in. You will have access to a refrigerator, stove and microwave. No other appliances will be provided. Set up and clean up are your responsibility. The tables and chairs will need to be stacked and return to the area in which there were found.
2. A deposit of **\$100.00** must be paid two weeks prior to the event. The deposit will be returned, if the building is left clean and orderly. This includes sweeping and mopping the bathrooms, kitchen and common areas. In addition, the deposit will be returned should there be no complaints, problems or disturbances reported. This will include any parking complaints. Therefore, please make sure that your visitors are parked in visitor parking spaces only. This deposit will need to be submitted in separate checks or money orders.
3. Refunds will be available for pick up at the office of the Management Company or will be mailed to the address listed above after a mandatory waiting period of five business days following the rental. There will be no exceptions.
4. Regardless of the weather, your guests may not park in the middle of the street or in no parking zones. Guests can only park in "Guest" spots, no exceptions. Driving on the lawn or sidewalks will result in the forfeiture of your **\$100.00** deposit and you will also be responsible to repair any damages that may occur.
5. All functions will cease by 11:00 p.m. from Sunday through Thursday; and will end by 12:00 a.m. Friday and Saturday and days preceding legal holidays where the majority of people don't work. If the function extends beyond the time limit, you will forfeit your **\$100.00** deposit.
6. Prior to vacating the clubhouse after the rental, the thermostat must be turned down to **60 degrees in the winter and 80 degrees in the summer**. If the thermostat is not set to the aforementioned temperatures, you will forfeit your **\$100.00** deposit.
7. A limit of 50 guests' maximum is allowed. Please keep in mind that there is not ample parking for that many guests. Therefore, please ask your guests to car pool.
8. At no time shall any furniture be moved out of the building and any damage to the furniture caused during or because of the Clubhouse rental is chargeable to the renting Co-owner and you will forfeit your **\$100.00** deposit.

9. **No decorations will be attached to the walls, ceiling, woodwork, light fixtures or furnishings. All decorations must be free of sparkles/glitter and free standing only.**

Entry to the building is requested at _____, for the purpose of setting up the building. Someone will remain in the building to let guests in and out. When you leave, please make sure that the door is shut all the way. It should already be locked.

10. The Clubhouse is being rented on _____, 20__ between the hours of _____ & _____ for the purpose of _____.

11. If alcoholic beverages are being served, you will need to provide two (2) responsible persons to monitor the event and to ensure that the peace is kept during the function. The names of the two (2) persons are:

Mr./Mrs. _____
Mr./Mrs. _____

12. I, _____, agree to accept full responsibility, financial and/or otherwise, for any damages to Condominium property done by myself or any of my guests. I fully understand that while my rental is in progress at the Clubhouse, should there be any signs of a disturbance, complaint from another member, destruction of any property and/or the need to contact the Clinton Township Police, I will forfeit my deposit and the party will disperse at that time.

I have read and fully understand each of the aforementioned stipulations and agree to abide by them. I further understand that I am completely reliable and responsible for the conduct of my guests while they are on Condominium property. All Condominium rules and regulations will remain in effect during the rental and will apply to all my guests.

I will also complete the Clubhouse Cleaning Checklist upon arrival & departure and leave on the Checklist along with the key on the kitchen counter at the close of my event.

Co-owner's Signature Date Phone Number

For Office Use Only

Receipt of \$100.00 rental fee is hereby received. _____
Witnessed by Date

Deposit Fee is due by: _____

\$100.00 Rental Fee Date _____ Check/MO # _____
\$100.00 Deposit Date _____ Check/MO # _____

Amount Refunded \$ _____ Date _____

Co-owner's Signature: _____

THE BOARD OF DIRECTORS RESERVES THE RIGHT TO INVALIDATE THIS AGREEMENT.