



2 Sea Colony Drive
Palm Coast, FL 32137
386-445-5838

Contract For Clubhouse Rental

Name of Property Owner: _____

Address: _____

Home Phone: _____ Alternate: _____

Date Requested: _____ Hours: _____ to _____

Expected Attendance: _____ (Not to exceed 50 Persons)

Type of Function: _____

THIS IS A NO SMOKING FACILITY

ATTENTION: PREMISES IS ON 24 HOUR CAMERAS

OFFICE USE ONLY

Payment and application must be made 30 days in advance of event.

Amount Paid: \$ _____ Date Paid: _____ Check # _____

Security Deposit Required: \$ 500.00- Sanitation Fee Of \$ 100.00 will be retained from security deposit.

Resident Signature _____

Amount Refunded: \$ _____ Date Refunded _____ Check # _____

I understand that a refund check (if applicable) will be mailed to the resident on the normal date checks are issued, following the rental date. _____
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Policies For Use of the Clubhouse

- 1) All functions in the clubhouse are expected to be private. The clubhouse can not be used for any business purposes or monetary gain. This includes sale or advertising of products or services, instructional classes., fund raising or sales, etc.
- 2) The resident or property owner requesting use of the clubhouse is expected to be in attendance at the function, and will assume full responsibility for the condition of the clubhouse when the event has ended. Adult supervision must be present at all times when there are children in attendance.
- 3) The resident or property owner renting the clubhouse will be held responsible for any damage to the facility or its contents and will be expected to pay for the cost of any repair or replacement resulting from misuse and/or abuse. Costs will be withheld from the security deposit. Should the costs exceed the deposit, the balance will be due within 10 days of event.
- 4) The rental of the clubhouse includes the use of the kitchen and the use of the appliances. However, none of the supplies may be used. All supplies are inventoried by the social committee and, in the event, they are used, the cost will be deducted from the security deposit.
- 5) Tables and plastic stackable chairs will be made available upon request. This application does not include the use of barbeque grills or beer cooler.
- 6) There is no eating allowed on the pool deck and no drinking within four feet of the pool area. No glass containers will be allowed on the pool deck..During any event, the residents may come into the clubhouse for personal purposes. The porch area and pool area are never scheduled for private group use and will remain open to all homeowners and their guests at all times.
- 7) A list of guests in alphabetical order should be given to the guards one day prior to the event. Please advise all guests that there is no parking on the grass.
- 8) All setup, breakdown and cleanup must be accomplished between the hours of 8:00 AM and 10:45 PM. The keys to the kitchen can be picked up the day of the event from the guard house. The key should be returned to the guard house immediately following the event.
- 9) The parking lot has 30 parking spots but you are limited to 15 parking spots. The others remain open for the residents using the pool, porch and beach, therefore, you should initiate a plan for guests to ride together and limited the cars.
- 10) The clubhouse must be vacated by 10:45 PM, so plan accordingly.