

Clubhouse Rental Agreement

Pricing

Rental Fee: \$200.00 (all day/evening use)

Rental Fee: \$100.00 (4hrs)

(\$25.00 each additional hour if extra time is needed for set-up/clean-up)

Policies

1. Rentals are for members only. Rental will be charged on monthly membership statement.
2. The club has the right to refuse a rental if it is felt the type of function is not appropriate for the facilities or neighborhood.
3. Clubhouse rentals only include the use of the clubhouse and bathroom facilities. If you wish to use other facilities (picnic tables, outdoor furniture, playground, ping pong tables, basketball hoop, foosball, etc), you must fill out an Outdoor Party Agreement and pay standard guest fees for **all non-members** attending your party, even if not all guests use other facilities.
4. If you wish to use the pool or outdoor space, you must complete an **Outdoor Party Agreement** and have the event approved by BoD or Club Manager at least one week in advance of the event.
5. Rental **does not include** setting up, breaking down or cleaning up. These must be done by the member renting the clubhouse.
6. Alcohol **can not** be sold on the premises without a special permit and written permission from the Board.
7. Masking tape (blue painter's tape) only may be used to affix any decorations, notices, etc. to the walls, doors, windows, tables, etc. No staples, tacks, or other such items are allowed. Confetti is not allowed.
8. Any dishware/glassware or club utensils must be cleaned and put away by the renting member before departure.
9. If another rental follows your rental on the same day, it is the responsibility of the first renter to dispose of ALL garbage into the dumpster in parking lot and replace trash cans with new garbage bags located under the kitchen sink
10. At all times, music must be maintained at a level acceptable to Fairbrae Management.
All music must terminate by 10:00 PM.
11. The renting member will be liable for all damages not covered by the club's insurance and will be responsible for the insurance deductible for damages covered by insurance.
12. The renting member will be charged for any additional cleaning or repair required after the party. This includes any changes made to the AV setup in the clubhouse.

13. Guests are not permitted to loiter or smoke on club property, including the parking lot.
14. Non-members may never be left alone at the club. This includes set-up, party, clean up, etc. A member must always be present.

Cancellation Policy

Cancellations or reschedules less than 72 hours in advance will be charged the full amount of the rental. Cancellations or reschedules less than two weeks in advance will be charged half the rental fee. Other cancellations or reschedules will be charged a \$20.00 service transfer fee.

Miscellaneous Information

Clubhouse Size: 35' wide by 45' long

Clubhouse Capacity: Assembly 125; Seated 100

Clubhouse Equipment: 8-42" round tables, 10-6' flat tables, 2-8' flat tables, 100 chairs, 2 banquet tables.

HVAC-Heater in room, but no Air Conditioner

Satisfactory Condition

Leaving the clubhouse in satisfactory condition includes, but is not limited to:

1. Removal of all decorations, including tape.
2. All chairs and folding tables are cleaned and stored in the closet.
3. Floor must be swept with dust mop and free of debris.
4. No damage to the facility, whatsoever.

Primary Member (person responsible for payment)

Last Name: _____ First Name: _____

Email: _____

Mobile #: _____ Emergency #: _____

Home #: _____

Event Details of Clubhouse Rental

Date of Rental: _____ F Sa Su M T W Th

Start Time of Rental (for setup, etc.): _____ AM/PM

Start Time of Event: _____ AM/PM

End time of Event: _____ AM/PM

End time of Rental (finished with cleanup, etc.): _____ AM/PM

Total hours of Rental: _____

of Member guests: _____

of Non-Member guests: _____

Total # of guests: _____

Clubhouse Rental Agreement

I have reviewed this copy of the FAIRBRAE SWIM AND RACQUET CLUB CLUBHOUSE RENTAL AGREEMENT and have read and understand the rental guidelines. I understand that I may incur additional cleaning fees and that I am responsible for any and all damage caused by my rental.

Signature: _____

Date: _____

For Office Use Only

- Outdoor Party Included
- Pool Party Included