

THE PINES OF SPRINGTREE CONDOMINIUM I, INC.

CLUBHOUSE RENTAL FORM

Instructions: Please complete this form in its entirety and return with payment in full for fees as requested below. Please check prior to selecting a rental date for availability. Dates are reserved in a first come basis.

Requested Date for Rental: _____

Name(s) of Requestor(s): _____ Check One: Owner Tenant

Property Address: _____

Phone Number: (_____) _____ - _____ E-Mail: _____@_____._____

A **Non-Refundable Rental Fee of \$25.00** made payable to The Pines of Springtree Condo Assn must be submitted in CERTIFIED FUNDS (money order or cashier's check ONLY).

A **Refundable Security Deposit for \$50.00** must be submitted in CERTIFIED FUNDS (money order or cashier's check ONLY). Note: Please leave money order "payee" blank as it will be returned to you if the clubhouse is returned in satisfactory conditions.

** Please keep copies of both rental fee & deposit payments for your records**

FOR OFFICE USE ONLY:

FEES REMITTANCE:

Rental Fee: Date Received: _____ Check# _____ Receipt Reference # _____

Deposit Fee: Date Received: _____ Check# _____ Receipt Reference# _____

SECURTIY DEPOSIT REFUND:

Inspection Checklist:

- Clubhouse Room Cleanliness and Satisfactory Overall Appearance
- Restroom Cleanliness and Overall Appearance
- 3 Large & 4 Small Tables- Clean & Free of Damages
- 29 Chairs- Clean & Free of Damages
- 1 Microwave Oven- Clean and Free of Damages
- 1 Refrigerator- Clean and Free of Damages
- 1 A/C Thermostat- Free of Damages and Remains at Recommended Settings

Notes: _____

Inspection Completed By: _____ Final Refund Status: Approved Denied

If this box is checked, ORIGINAL security deposit check was refunded
OR, security deposit was refunded using check# _____ in the amount of \$ _____

THE PINES OF SPRINGTREE CONDOMINIUM I, INC.

CLUBHOUSE RENTAL RULES:

1. There is no smoking permitted in the Clubhouse.
2. All that is within the Clubhouse and pool area is the property of the Pines of Springtree Condominium Association. No items should be removed.
3. Each current member of the Board of Director will have the only keys to the Clubhouse. If you want to reserve the Clubhouse then you must submit your request in writing on this standardized form, which will be provided by the Association/management. A minimum of 24 hours advanced notice is required. A weekly standing event can be booked. The Board of Directors will review your request and either approve or deny within a reasonable time. There will be a \$25.00 charge for the use of the Clubhouse along with a \$50.00 deposit, which must be submitted at the time of the request. The deposit is refundable unless there is damage to the Clubhouse or cleaning is needed. Reservations are on a first come basis.
4. Each resident (owner or lessee) using the Clubhouse will be held responsible for the security and cleanliness of the building. All persons using the Clubhouse will clean up their own area before leaving or locking up. All doors must be locked, lights turned off, chairs and tables put away, and the air conditioning thermostat reset no lower than eighty (80) degrees by the authorized person closing up after the event. *Entry doors of Clubhouse shall be kept closed at all times.*
5. No person under the age of 18 is permitted in the Clubhouse unless accompanied by a parent or guardian.
6. The Clubhouse will be used for parties and functions throughout the year expressly for the benefit of the residents.
7. There will be no money used in any card or other (gambling) games: Chips only.
8. Nobody is permitted in the Clubhouse after 11:00 PM weekdays, and 12:00 AM weekends.
9. Any damage to the Clubhouse or pool equipment will be billed to the offending party. This excludes normal wear and tear.
10. The Clubhouse cannot be used for commercial purposes
11. The Clubhouse is for the enjoyment of all residents and their guests

POOL RULES

12. The pool hours are in effect 7 days a week: Sunrise to Sunset.
13. The use of the pool is limited to the residents. Guests are permitted in the pool area only with a resident present at all times.
14. All persons must shower before entering the pool.

THE PINES OF SPRINGTREE CONDOMINIUM I, INC.

15. Children in diapers are not permitted in the pool.
16. A parent or guardian must accompany children under the age of 18.
17. No glass containers, ball playing, running, diving, bicycles, or pets are allowed in or around the pool area.
18. All children that cannot swim must use a safety flotation device at all times.
19. Sun tan oils or lotions must be in plastic containers and washed off before entering the pool.
20. A towel must cover lounges and chairs before using.
21. Lounges and chairs are on a first come basis. No reserving,
22. All reading material must be carried out of the pool area or thrown in the garbage containers.
23. Smokers must use ashtrays and no cigarettes are to be extinguished on the pool deck or the grassy area.
24. All persons must leave the pool area at the first sign of lightening of a threatening storm in order to prevent accidental injury.
25. No loud music is permitted
26. The pool cleaning and safety equipment are not toys and should not be used as such.
27. The comfort and convenience of others must be taken in consideration and respected at all times.

With my signature below I certify the aforementioned rules and regulations are understood and shall be complied with.

Signature of Requestor: _____

Print Name of Requestor: _____

Date: _____