

Application for Use and Rental Agreement Saybrooke Clubhouse

Date of Application: _____

Resident/Renter: _____

Address: _____

Telephone: (H) _____ (W) _____

Name of Individual Designated by Renter: Name: _____

Phone: _____

Rental Date: _____

Facility: Recreation Center _____

Hours: Start _____ **End** _____

Rental Rate: \$ 100.00 **Deposit:** \$ 250.00

Nature of Event: _____

OFFICE USE ONLY:

Deposit Received: \$ _____ **Date/Initials:** _____

Rental Fee Received: \$ _____ **Date/Initials:** _____

The security deposit is to be given by hand to the Saybrooke representative at check in time and will be given back to the renter after the check out process is approved and the clubhouse is in the pre-rental condition. The rental fee is to be paid at least two (2) weeks prior to the scheduled event and will secure the rental time. If the Renter is a Saybrooke resident, then the resident must be current with the Community Association dues.

An inspection walk-through is required with a representative of the Association and any additional discrepancies should be noted on the attached form, marked "Exhibit 1". At the time of departure a representative of the Association will conduct another walk-through and any discrepancies will be noted on the attached form, marked "Exhibit 2". The Renter must be able to attend these walk-through inspections. The only exception would be for events where a pre-designated representative is appointed.

All checks are to be made payable to **SAYBROOKE VILLAGE AT BRISTOL HOMEOWNERS ASSOCIATION**. There will be a \$25.00 service charge for checks returned by the bank for insufficient funds. Rental times paid or secured with insufficient funds will be cancelled and the designated time released for rent by another renter. Deposit refunds or portions thereof will be mailed to the address of the Renter, or to the designated address as stated below, within thirty (30) days of the event.

Designated Address:

In exchange for permission of the Board of Directors and the Saybrooke Homeowners Association to rent the recreational facilities, I/We do hereby agrees as follows:

1. I/We shall hold harmless and indemnify the Saybrooke Homeowners Association, its successors and assigns, and its officers and directors, both individually and collectively, from and against any and all liabilities, costs, damages, expenses, and any attorney's fees or costs of defense resulting from or attributable to any and all acts and omissions of my/our guest, or attendee's person, possessions, or property/
2. I/We accept full responsibility for maintaining the condition of all property (building, carpeting, furniture, appliances, etc.) as originally provided at the time of the pre-event inspection. I/We fully understand that if the property is not in the condition as it was at the time of the pre-event inspection, the security deposit will be forfeited, to the extent necessary to return the facilities to its pre-event condition. In the event damages exceed the total dollar amount of the security deposit, I/we hereby accept full responsibility for the payment of all damages over and above the amount of the security deposit.
3. I/We agree to pay all reasonable costs, attorney's fees, and expenses that shall be incurred by the Saybrooke Homeowners Association if legal action is taken to enforce the terms of this Agreement.
4. I/We have received a copy of, and agree to abide by, the "***Procedures, Rules and Regulations of the Saybrooke Community Association***" concerning the recreational center. I/We understand that failure to comply with these Procedures, Rules and Regulations may result in the loss of our right to use the recreational facilities.

APPLICANT SIGNATURE

DATE

LIST OF DISCREPANCIES

“Exhibit 1” (Renters Use)

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____

“Exhibit 2” (Association Representative’s Use)

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____

CHECK OUT

Name of Renter: _____

Date of Checkout Inspection: _____

Attend Check-Out Time: _____

Initials of:
Association Representative/Renter

ASSOCIATION USE ONLY

PARTY RENTAL CHECK-OFF SHEET

Pre and Post Walk-Thru to the Party:

- Floor**
- Furniture**
- Walls**
- Trash Cans**
- Bathrooms**
- Rugs**
- Water Fountain**
- Vacuum Cleaner**
- Common Area Around Clubhouse**
- Renters told of Noise Ordinance. Let Renters know that the Police could be called if ordinance is not followed. Have Renter list on "Exhibit 1" any discrepancies they do not want to be held responsible for during the post-inspection.**
- Renter told "no parking" or "driving," allowed in fire lanes or paths along the Clubhouse.**
- Reminder regarding prohibition of smoking inside facility.**