

CLUBHOUSE RESERVATION REQUEST

(A signed copy of the DVCA Clubhouse Rental Policy must accompany this request.)

Resident: _____ **Address:** _____ **Phone:** _____

Requested date & time: _____ **Occasion:** _____ **# of guests:** _____

Will this use of the clubhouse involve any fundraising? **YES** **NO** If YES, please provide a full description of this activity on the back. **Any use of the clubhouse for fundraising MUST be approved by the Board of Directors.**

Requested use: (Fees include use of furnishings, appliances and kitchen items, but not paper/plastic plates, cups utensils.)

- Main room with no food \$15.00
- Main room with food and/or drink \$30.00 **A security deposit of \$150.00 is required for all rentals.**
- Entire main floor with no food \$30.00 **The deposit will be returned upon inspection.**
- Entire main floor with food and/or drink \$50.00

The DVCA Policy governing Clubhouse Rental and the Clubhouse Clean-up Checklist are attached. By signing this document and the policy the resident agrees to abide by all.

The resident requesting private use of the clubhouse must agree to and accept the following indemnity and hold harmless clause: In connection with the reservation and use of the clubhouse and its facilities, the undersigned agrees to indemnify and hold harmless Deerlake Village Community Association, Inc., any committees or persons appointed by the Board of Directors to manage the clubhouse and its facilities and any or all of the other members of the Deerlake Village Community Association, Inc., from any liability, loss or damage arising out of said use or caused by the undersigned or any of his/her guests or invitees. Loss or damage shall include reasonable attorneys' fees incurred in connection with the enforcement or application of this provision.

I understand that this rental does not include use of the pool area. Initial by renter: _____

I understand that if the TV and/or related equipment will be used I will be the sole operator of said equipment. Initial by renter: _____

I understand that I must be present at all times. Initial by renter: _____

Resident's signature: _____ Date: _____

For Clubhouse Committee Use Only

Date reservation received: _____ Security check # _____ Rental fee check # _____ (copy of checks attached)

Date of inspection: _____

- Condition OK
- Condition requires extra clean up. Explanation: _____
- Security deposit returned.
- Partial Security deposit returned. (Amount _____)
- Security deposit forfeited. _____