

Deerlake Village Community Association
CLUBHOUSE RENTAL RESERVATION REQUEST

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

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

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

Clubhouse activities should be social or informational in nature and not involve sales, fundraising (except as approved by the Board), or promotions of an outside entity.

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

Rental fee is \$100 and includes use of furnishings, appliances and kitchen items; but not disposable plates, cups or flatware.

A security deposit of \$150 is required for all rentals.

- The deposit will be returned/shredded after inspection if all is in order.

The two checks must be made payable to DVCA and accompany this Reservation Request.

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

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 the Deerlake Village Community Association, Inc., and 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 and pool area, lake or picnic grove.

Initial by resident: _____

I understand that if the TV and/or related equipment will be used I will be the sole operator of said equipment and that neither the piano nor the buffet will be moved.

Initial by resident: _____

I understand that I must be present at all times including set up, clean up and for the duration of the event, that a member of the Clubhouse Committee may visit at any time, and that failure to abide by these rules may result in loss of the right to rent the clubhouse for the period of one year.

Initial by resident: _____

Resident's signature: _____ Date: _____

Clubhouse Committee Use only:

Date reservation rec'd: _____ Security Check # _____ Rental fee check # _____ (copy of checks attached)

Date of inspection: _____

- Condition OK
- Condition required extra clean up. Explain _____
- Security deposit returned on: _____
- Partial Security deposit returned on _____ (Amount _____)
- Security deposit forfeited _____