

# Rules for Reserving and Agreement for Reservation of Clubhouse Facility

The Clubhouse facility may only be reserved by a Covered Bridge resident.

Renters are not permitted to reserve the clubhouse.

The facility is available for personal private and social events only, subject to the terms and conditions below:

- No fundraising activities are permitted.
- The reservation consists of the clubhouse only. The party may not “spill over” to the pool deck.
- Use of the coffee pots and refrigerator are permitted, provided the pots are left clean and all perishables are removed from the refrigerator at the end of the reserved time.
- Reservations are for one day only and must be scheduled by the person in charge of Scheduling
- Smoking is not permitted in the clubhouse, this includes all forms of electronic cigarettes as well as tobacco products.
- Food, beverages, plates, napkins, cups and any other supplies needed must be provided by the event host.
- Use of the clubhouse does not include the sound system. If required the event host must provide their own.
- All items brought in by the event host and guests, must be removed from the clubhouse at the conclusion of the event.
- It is the responsibility of the event host to see that the floor is dry mopped and any stains removed using vinegar and water
- Tables and chairs must be wiped clean and returned to their original locations.
- Costs not covered by the deposit for cleaning or damages will be assessed to the event Host.
- The Social Director is responsible for inspecting the facility after scheduled events.

- A deposit of \$100 must accompany this request.
- The deposit is refundable subject to compliance with the conditions contained in this agreement as well as the Rules for Clubhouse Use

Event Host \_\_\_\_\_ Number of Attendees \_\_\_\_\_

Reservation Date \_\_\_\_\_ Beginning and ending time \_\_\_\_\_

Event Description \_\_\_\_\_