

RIVERMILL CLUBHOUSE RENTAL APPLICATION FORM

RETURN TO: Clubhouse Dropbox or Management Office

6750 Rivermill Club Drive, Lake Worth, FL 33463

Completed Form, Deposit Check and Rental Check Required

Date of Event:

Times of Event (including set up):

Type of Event:

Expected # of Guests:

I, the owner, agree to all rules and regulations, terms and conditions provided in the application and agree to return the Clubhouse in a clean and tidy condition immediately following the event. I agree to pay an extra cleaning fee if required, as well as any damages incurred or arising from the event of those attending the event. I the owner, certify that I am current on all dues and fees to the Associations.

Name:

Address:

Phone:

Email:

Signature

Rivermill Clubhouse Rental Application, Agreement, and Rules

A. Authorized Applicant:

1. Only an owner can rent the Clubhouse. Only an owner can sign the rental agreement.
2. The owner renting the Clubhouse must be current on all dues and fees owed to Rivermill Homeowners Association, and if a Country Glen resident, then to Country Glen as well. I, the owner, certify I am current on all dues and, fees.
3. The owner must be present at the Clubhouse during the entire time of the rental period.

B. The purposes for which the Clubhouse may be rented:

1. The Clubhouse, which consists of the central room and the kitchen of the community clubhouse, may be rented for parties and meetings.
2. All Clubhouse events must be peaceful and respectful of the quiet use of the community.
3. The Clubhouse may not be used for any purpose that is unlawful, has a likelihood of violence, or is likely to cause damage to community property.
4. Occupancy of the Clubhouse is limited to 35 people, which includes owners, guests, minors, security, and vendors.

C. Time and Duration of Events:

1. The Clubhouse may be rented for up to four hours for one rental fee. The owner may request up to two consecutive blocks of four hours each for an additional fee.
2. The Clubhouse may be rented for events between 9 a.m. and 9 p.m., 7 days per week, 365 days per year. However, use of the Clubhouse by Rivermill security, the property manager, and the Board of Directors, take priority and may cause the denial of a rental application, or cancellation or postponement of an approved rental.

D. Owners Responsibilities:

1. The owner is responsible for his or her guests, including such things as the safety of the attendees, preventing excessive noise, the damage of any property, cleaning up, and the supervision of all minors in attendance. Minors shall be supervised by a responsible adult at all times. All community rules remain in effect during the event and must be followed by the owner/renter and all attendees. The owner is responsible for having his or her guests follow the community rules while present.

2. Restrictions include:

- No smoking is allowed in the Clubhouse.

- Clubhouse events may not overflow onto the pool deck or gym.
 - Guests and invitees shall park only where parking is allowed in accordance with community rules.
 - Nothing shall be affixed to the walls, doors, windows, or fixtures of the Clubhouse, except with removable, non-marking adhesive. No paint, nails or anything that penetrates the surfaces shall be used.
 - Clubhouse furniture shall not be removed from the central room area.
 - Nothing present in the Clubhouse prior to the event shall be removed or disturbed by the owner/renter or guests.
 - Except for registered service animals, no animals shall be allowed in the Clubhouse. No excessive noise shall be allowed to escape the Clubhouse premises.
 - No fire or candles shall be used, nor grills or similar items allowed in the Clubhouse. Access to the security room and the manager's office area shall not be denied to Security Officers and the property manager at any time, including during the event.
 - No banners, signs, balloons, or the like shall be placed on the exterior of the Clubhouse.
 - **No Alcohol Allowed**
 - The sale of alcoholic beverages, the sale or use of weapons or fireworks of any kind, and the sale or use of illegal substances, drugs, marijuana, or narcotics are prohibited.
3. The owner is responsible for leaving the premises clean and tidied up. The owner shall allow security to photograph the owner on the premises immediately prior to the event and after the event to document the condition of the premises both before and after the event. A minimum \$50.00 fee shall be charged to the owner as additional dues should the premises not be returned to a clean and orderly condition following the event.
4. The owner shall remove all items brought by the owner, guests, and vendors to the premises. Garbage shall be disposed of in the Dumpster in the parking lot (if available), or at the owner's home, and shall not be left on the premises or in the parking area.

E. Fees and Procedures for Rental

1. The fees for rental are: **\$200.00 per 4-hour rental.** (There is no pro rata reduction in the fee for a shorter period). Payment shall be made by local check or cashier's check, to the Rivermill Homeowner's Association by delivery *to* the property manager.
2. The owner shall pay a security/damage deposit of **\$200.00** per event by local check or cashier's check to the Rivermill Homeowner's Association by delivery to the property manager. The deposit shall be returned to the owner within 14 business days following the end of the event so long as full compliance with all provisions of this rental contract is certified by the property manager. The property manager will determine any costs associated with noncompliance with this rental contract and withhold that sum from the deposit and return any remainder to the owner. Should the cost of noncompliance be more than the deposit, the property manager will bill the owner for the additional sum, as additional dues.

Payment of the bill shall be made by the owner within ten days following receipt. All other rules that apply to the payment of the monthly dues shall apply *to the* payment of the costs associated with noncompliance with this rental contract.

3. Each rental is subject to approval by the property manager. Non-approval may be reviewed by the Rivermill Board of Directors at the next scheduled meeting.
 4. A two-week notice is required for the review and approval of the application. If necessary, and under special circumstances you may request approval three business days in advance. Please note, that chairs and tables cannot be rented separately. Priority of use of the clubhouse shall be determined by the first completed application submitted AND with rental and deposit payment received. Only one event may take place at a time in the Clubhouse.
- F. Indemnity clause:** The homeowner agrees to indemnify and hold harmless the Rivermill Homeowner's Association, its officers, directors, employees, property manager, agents, and members, past, present, and future, from any and all charges, claims, costs, causes of action and liability (including, but not limited to, attorneys' fees) for any injury, to either person or property, suffered by the homeowner, family members, employees, agents, servants, guests, invitees or any member of the Association or any other person which arise from or are in any way related to the agreed upon function, activity, rental or use of the clubhouse whether or not caused by the Association's negligence.