

MYRTLE TRACE HOME OWNERS ASSOCIATION CONTRACT FOR CLUBHOUSE USAGE

NAME _____ DATE _____

ADDRESS _____

TELEPHONE _____ CELL PE _____

DATE NEEDED _____ START TIME _____ UNTIL _____

PURPOSE _____

NUMBER OF PERSONS (100 MAX.) _____

1. Use of the Clubhouse is restricted. Informational meetings for Myrtle Trace residents will be permitted providing the purpose of the meeting is not designed to sell a service or a product. The selling of a product or service by a homeowner, resident, renter, relative, houseguest, friend, or outside vendor is strictly prohibited, unless it is an activities event that has prior Board approval. Organizations not under the direct sponsorship of the Myrtle Trace Activities Committee may not use the Clubhouse for their meetings even if some residents belong to that outside organization. The Clubhouse may be used for private social functions sponsored by a resident. This would include birthday parties, anniversaries, showers, etc. provided a majority of the attendees are a combination of family members and Myrtle Trace residents.
2. Occupancy is limited to 100 people.
3. Smoking is strictly prohibited.
4. Decorations used must not deface any part of the building or furnishings therein.
5. There is a six (6) hour limit on events. This includes set-up & clean up. Exceeding the 6 hour limit may result in loss of the \$100 deposit. Additional time may be negotiated prior to the signing of this contract.
6. The MTHOA has no liability for personal injury or property damage during the use of the Clubhouse.
7. All liabilities resulting from the use of alcoholic beverages will be the sole responsibility of the user.
8. A seven (7) day notice of cancellation is required. Failure to comply may result in the forfeiture of deposit.

9. Any and all damages to the Clubhouse will be repaired to the satisfaction of the Property Committee Chairperson.
10. A Myrtle Trace resident may reserve the clubhouse by contacting the Calendar administrator. The date and time requested are reviewed and the reservation approved. The Calendar administrator shall then notify the Property Committee and Administrative Consultant with the date, time, type of occasion and the name of the Myrtle Trace resident and a phone number contact. Upon signing the contract and agreeing to the rules, a refundable deposit check for \$100.00 and a non-refundable check for \$50.00 (costs incurred by facility use) will be required. The Calendar administrator will deliver both checks to the MT accounts receivable contractor.

Note: The \$50.00 fee is not charged for memorial services for Myrtle Trace residents.

Property Committee members will contact the resident and arrange a time to meet at the Clubhouse to review the checklist for cleanup and maintenance of the clubhouse.

Prior to each event, the clubhouse will be inspected and supplies replenished. After the conclusion of the event, the clubhouse will again be inspected. The refundable \$100.00 check will be returned to the Myrtle Trace resident if the inspection is satisfactory. (See attached Check List, which is a further stipulation of this contract.)

11. The kitchen ovens are warming ovens. Preparation (baking or broiling) of hot foods is not possible. Receptacles in the kitchen are labeled with a circuit number. Connecting heat drawing appliances (such as crock pots) on the same circuits must be avoided. Otherwise, electric circuit breakers will be tripped.
12. No dogs, cats, domesticated animals or pets, other than registered service dogs and guide dogs for the blind, may be brought into the Clubhouse at any time. By signing below, you agree with all terms of this contract and understand that there is no selling of a service or product by anyone attending this activity or function.
13. The system of speakers and microphones that amplify sound and improve tonal quality within the Clubhouse was designed and installed by professional sound technicians who took into consideration the specific acoustic requirements of the room. No additions or modifications to the system so installed shall be made without the Board's approval rendered following careful consideration of a written request which clearly indicates the perceived shortcomings of the system, the modifications recommended in resolution of such failure and the estimated cost thereof. Should recommended modifications be approved, such will be accomplished only by a professional sound technician of the Board's choosing.
14. Specified fire lanes and exits must remain clear at all times.

NAME (Please print) _____

SIGNATURE _____ DATE _____

DEPOSIT RECEIVED _____ AMOUNT _____ DATE _____

I HAVE INSPECTED THE CLUBHOUSE AND FIND NO ADDITIONAL CHARGES
NECESSARY.

SIGNED _____

DEPOSIT REFUND DATE _____