VILLAS AT EASTHAMPTON CLUBHOUSE RENTAL AGREEMENT

Revised 11/18/2026

There is a required security deposit of $150 which should be given to Carolyn Hoefen 30 days prior to the rental date. Payment should be made by check payable to *"The Villas at Easthampton HOA".* The security deposit will be returned if the items listed below are followed. It is a requirement that renters clean the clubhouse as directed below. The use of outside cleaners is not allowed.

YOU ARE RESPONSIBLE FOR THE FOLLOWING:

1) Clean all areas and appliances used including both bathrooms, toilets , floors and sinks.
2) The purchase of your own paper goods and supplies. Please do not use the supplies in the pantry . These are for HOA events only. Take home all the extra paper goods you supplied.
3) All trash in the kitchen and bathrooms is to be bagged and placed in the garbage totes located to the right of the clubhouse outside. Items for recycling can be placed in the yellow totes.
4) Mop all floors and vacuum the entire rug area. The cordless vacuum is located against the left wall of the Library. Please empty the bin, reassemble and plug it back in the wall where you found it when done.
5) Wipe all tables and countertops clean. Tables & chairs should be returned to their original location.
6) The refrigerator is available for your use during your event. Please remove all food and drink when your event is done. Extra tables and chairs are also available for your use.
7) Turn off all lights, fireplace, TV and any appliances you used at the end of your function.
8) Return the thermostat to the temperature it was when you entered.
9) Make sure all doors and windows are securely latched and locked upon leaving.
10) Return mops and cleaning supplies to the area you found them, either under the sink or front hall closet.
11) Overflow parking should be done on Maryview Drive, Clubhouse side. Please do not block any mailboxes.
12) Smoking or lighted candles are not allowed in the clubhouse.
13) Clubhouse rental does not include use of the pool or exercise room but does include the patio.
14) A Resident homeowner must be present during the entire function and be responsible for the behavior of all guests.
15) Resident renting must have a signed Volunteer Liability Waiver on file. Any guests that will be assisting in the movement of tables or chairs must also sign a waiver. Enclosed is a listing of residents who are willing to assist in the setting up of tables and chairs if you so desire.
16) Any damages or special cleaning costs which exceed the security deposit will be charged back to the resident renting. This includes spills or furniture damage.
17) Coats should not be placed on chairs. Please hang in the hallway closet or on a table in the library area.
18) The Villas at Easthampton HOA assumes no responsibility for lost or damaged guest items.

RENTAL INFO: **Rental Date: _____** **Today's Date: _____**

Rental Start & End Time: _____

Approximate # of Guests: _____

Homeowner Signature: _____

Unit # _____

Authorized HOA Signature _____

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