

Bay Village Club House Rental Contract

(Please call Crofton Perdue 585-248-3840 to check availability)

I, _____ request to rent the Bay Village Club House
on (day of week) _____ (date) _____, 20____

Only adult residents of Bay Village can rent the Club House.

I am a homeowner who is not in arrears for any common charges or any other sum or money to Bay Village Condominium. *(If you are a renter of a unit this is the responsibility of your landlord.)*

Renter agrees to be in attendance at all times during the rental of the Club House.

Renter will pay \$150 rental fee and \$125 security deposit both due with signed contract.

Renter understands the \$125 deposit will be returned after the event as long as there are no violations of this contract.

Violations include, but are not limited to:

- a. any damage to Bay Village Club House
- b. if additional cleaning is needed after event, renter will be charges at a rate of \$50/hour
- c. Bay Village Board of Managers reserves the right to set appropriate charges for any violations of this contract

Renter has the option to meet with a Bay Village representative before the event to review the use of the facility. Renter also understands that they can be present for the inspection after the event.

as per the Bay Village House Rules....

1. Use of the Club House is allowed until 11:00 p.m.
2. There is a limit of seventy-five (75) people allowed in the Club House at one time or the limit as posted by signage within the Club House.
3. The Club House is not to be used for profit-making functions unless the function has the approval of the Board of Managers.
4. Only the party room, kitchen, and lounge areas may be reserved. **The sauna, showers, and swimming pool may not be reserved or used during rental.**
5. A "Club House Reservation" form must be filled out, **read in its entirety** and submitted to the Property Manager along with a reservation fee and deposit (refundable if the center is spotless, including proper disposal of garbage) which must accompany the reservation before confirmation of date is provided.
6. Each Owner shall be responsible for any damage caused to the Club House or its contents by the Owner, or any of the Owner's tenants or guests, regardless of if the rental fee is paid. **The Owner shall be liable for all damages.**
 - i. Dishes, bowls, silverware, cooking utensils, and towels are provided and must be properly washed and put away.
 - ii. Dishwashers must be emptied **no later than noon the next day.**

- iii. Missing items will result in a deduction from your deposit for their replacement cost.
 - iv. Stoves and ovens must be left clean.
 - v. Should you have a large spill in the ovens, please use the self-cleaning feature (please refer to the Club House checklist).
- 7. Persons using the Club House must conduct themselves so that their actions do not offend others or violate any of the Bay Village House Rules.
 - 8. There is **no smoking in the Club House**.
 - 9. **No pets are allowed** in the Club House at any time.

Renter agrees to adhere to the following:

- a. Set up will be the day of the event.
- b. Decorations may be attached to walls using **MASKING TAPE ONLY. NO tacks, staples or scotch or duct tape** are to be used. Any damage could result in loss of all or part of deposit.
- c. All signs and/or decoration must be removed at the conclusion of the event.

Cleanup will be completed by noon the following day of rental, unless rented the following day. Mops, vacuum cleaner, cleaning cloths and supplies are available in the hallway closet by the exercise room.

All **food and beverages** must be removed from the Club House. All **garbage** must be **bagged and put in the dumpster in the visitor's lot**.

All kitchen appliances, cabinets, counters, stove tops, ovens, floors and furniture must be **cleaned**. **Dishwasher** must be **run and unloaded**.

Tables and chairs are to be cleaned and returned to original location.

Recyclables and returnable containers can be left outside the Club House in recycle bins.

NO SMOKING allowed in the Club House or the garage. Smoking is allowed on outside patio only.

The **pool, showers, exercise room or sauna** are **NOT available to guests** during event.

The number of people in the Club House is limited to **75**.

The renter will be responsible for the **consumption of alcoholic beverages. No liquor will be made available to any minors**.

The renter will be responsible for the **behavior** of guests at all times.

Renter is responsible for keeping the **noise and music levels** within a reasonable limit to avoid disturbing surrounding residents. All music must cease by **11 p.m.**

Guests are to **park** only in the visitor lot or along the roadway. No guests are allowed to park in the garage spaces.

NO PETS ARE ALLOWED IN THE COMMUNITY CENTER AT ANY TIME.

This contract cannot be assigned or amended.

There will be no refunds of rental fees for cancellations made less than two weeks of the event date.

Rental of Club House is for personal use only.

The Club House cannot be used for commercial purposes.

Please contact Donna Matthews, Club House Chair, at 585-244-0543 with any questions.

I have read in its entirety and accept the terms of the contract:

Date _____ Print Name _____

Signature _____

Please return this page, with two checks (\$150.00 rental fee and \$125.00 security deposit) made out the Bay Village Condominium. Please include date of event and your phone number on the check.

Mail to: Crofton Perdue
c/o Bay Village
111 Marsh Road, Suite 1
Pittsford, NY 1434

Today's date _____

Date of Event _____ Hours of event _____

Purpose of event _____

Name of resident renting the Club House (print) _____

Unit # of resident _____ Phone _____

Anticipated number of guests _____

I have read the rules and agree to abide by them

Signature _____

(Print name) _____