

## **VILLAS OF EASTHAMPTON CLUBHOUSE USAGE AGREEMENT**

There is no longer a rental fee for the use of the clubhouse. However, there is a required security deposit of \$100 which should be given to Carolyn Hoefen 30 days prior to the rental date. Payment should be in the form of a check payable to "THE VILLAS OF EASTHAMPTON HOA"

### **REQUIREMENTS FOR CLEANING THE CLUBHOUSE CLEANING YOURSELF**

**(You will have your check given back to you if the clubhouse is cleaned correctly.)**

1. You will be responsible to clean all areas and appliances used. (This includes both the bathroom toilets, floors and sinks.)
2. All trash (in kitchen and bathrooms) is to be bagged and placed in the clubhouse tote outside the exercise room entry. Recyclable items may be placed in the nearby yellow recyclable bin.
3. Purchase all of your own paper goods. (You may not use the clubhouse supplies in the kitchen pantry.)
4. Mop all floors and vacuum the entire rug area.
5. Wipe all tables and counter tops clean.
6. DO NOT leave any food or drink in the refrigerator.
7. Oven and microwave must be left clean.
8. Take all extra paper goods home with you.
9. Turn off all lights, fireplace, TV and all appliances when your function is over.
10. Return the thermostat to the temperature you found it at when you entered.
11. Make sure all doors and windows are securely latched and locked upon leaving.
12. Return mops, vacuum, and cleaning supplies to the area where you found them (either under sink or in the front hall closet).

### **PROFESSIONALLY CLEANED**

**(You will forfeit your \$100 deposit to pay for the cleaners.)**

YOU STILL MUST DO NUMBERS 2-12 (above) after your event ends. You do not have to clean the toilets, floors, and sinks in both bathrooms.

**RULES FOR USING THE CLUBHOUSE:**

- \*SMOKING is prohibited in and around the entire clubhouse.
- \*Masks are OPTIONAL. Masks and hand sanitizer are available for your use if you want.
- \* Please remember that you are responsible for all your function activities as well as for the behavior of your guests. YOU MUST BE PRESENT IN THE CLUBHOUSE AT ALL TIMES DURING THE RENTAL EVENT.
- \*Clubhouse rental does not include the use of the pool or exercise room.
- \*Any damages or special cleaning costs which exceed the security deposit amount are the responsibility of the renting homeowner and will be charged to the homeowner. (ie: spills on rugs or furniture that stain or cannot be removed)
- \*\*THE VILLAS HOA assumes no responsibility for any lost or damaged guest items.

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**Rental Specifics:**

Rental Date: \_\_\_\_\_ Rental time: \_\_\_\_\_ Approximate # of guests: \_\_\_\_\_

**Please check one:**

- \_\_\_\_ Renter chooses to clean the clubhouse
- \_\_\_\_ Renter chooses to have the clubhouse cleaned professionally

Homeowner's signature: \_\_\_\_\_

Unit# \_\_\_\_\_ Date: \_\_/\_\_/\_\_\_\_

Authorized HOA signature: \_\_\_\_\_

**Contact information:**  
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