

CLUBHOUSE AGREEMENT

Reserved for _____ Today's Date _____
Date Reserved _____ Time _____ to _____

Our recreational facilities have been provided for the use and enjoyment of all residents. Use of the recreational facilities may be permitted only under the following conditions:

- 1 **RESERVATION OF THE CLUBHOUSE DOES NOT INCLUDE POOL OR POOL AREA.**
- 2 Only Residents of Barclay Place at Heathrow may reserve the clubhouse on a first come first serve basis. Clubhouse maximum is 30 people.
- 3 A reservation fee of \$100.00 must be paid at the time the reservation is made and will be non-refundable at that point.
- 4 A deposit of \$50.00 is due payable by money order or cashier's check on the day reserved.
- 5 Keys to the clubhouse are to be picked up on the day reserved, not before.
- 6 The resident reserving the clubhouse is fully responsible for any damages, guests and their actions.
- 7 **Parking within the Barclay Place is limited so any guests not living at Barclay Place must park in the area outside the gates.**
- 8 The resident reserving the clubhouse is responsible for cleaning. This includes the following:
 - a. Pick up and remove all trash and debris. Dispose of properly in the dumpsters
 - b. All furniture must be put back into its original position. Please do not slide the furniture across the floor.
 - c. Mop all floors-including bathroom floors and hall floors.
 - d. Clean all tables, counter tops, sinks and appliances.
 - e. Remove all food and drinks served. DO NOT leave food or drink in the refrigerator.
 - f. Cigarette butts picked up. NO SMOKING in the clubhouse.
 - g. Decorations removed and disposed of properly.
 - h. Missing or Damaged Items will be charged to resident.
 - i. Return key to the clubhouse on the same day of your function. Us the night drop box if necessary.

I agree to the conditions above and I also understand that I will lose my \$50.00 deposit if all the conditions above are not met.

Resident Signature

Date

Community Representative

Date