

Whispering Lake Umbrella Association

CLUBHOUSE AGREEMENT

Name: _____ Date: _____

Address: _____

Home Phone #: _____ Cell Phone #: _____

Reservation Date: _____ Reservation Time to & From: _____

Type of Event: _____ # of Guests: _____

The Clubhouse is available to residents on special occasions and at times that will be designated by the Board of Directors. Residents whose Umbrella assessment payments are current may rent the Clubhouse. Rental includes the exclusive use of the main floor, kitchen and patio ONLY. Guests are to remain inside the clubhouse or on the patio during the party.

ALL OTHER AREAS ARE OFF LIMITS including the second level of the clubhouse, pool, saunas or exercise facility, which are available to other residents during the party.

Rates are as follows:

Resident Owner \$100 Rent (no liquor) \$150 (w/liquor) + \$200 Deposit

Renter \$125 Rent (no liquor) \$175 (w/liquor) + \$225 Deposit

Organization (Resident Must Attend) \$200 Rent + \$300 Deposit

Rates include Host/Liquor liability coverage carried by the Whispering Lake Umbrella Association.

*** Any questions or concerns, please contact the Management Company at 1-847-816-9300 ***

I have read and understand the Clubhouse Rental Rules & Regulations. By signing below, you acknowledge all of the Rules set forth and are responsible for all party attendees.

Terms agreed to and accepted on:

_____, 20_____

(Signature)

For Office Use Only:

Deposit \$ _____ Paid on _____

Rental \$ _____ Paid on _____

Refund \$ _____ Paid on _____

1. Reservations must be made and fees paid at least 72 hours prior to use.
2. The Umbrella Association Manager or other designated person must receive a signed rental agreement prior to the event. If the Clubhouse is available, renters may gain access after 6:00 p.m. to decorate the day before the event.
3. Alcoholic beverages may be consumed only by those 21 years of age and over.
4. No smoking is allowed in the interior.
5. Illicit activities, foul language or improper conduct are not allowed. Persons renting the Clubhouse are responsible to maintain proper decorum and enforce the Rules and Regulations.
6. Children must be under adult supervision at all times. Children are not allowed behind the bar area and are not allowed on or near the stairs by the condo units.
7. Parties must conclude by 11 p.m.
8. Guests are to park in common area parking lots ONLY. Parking is not allowed on common area roadways or in the Circle Drive in front of the Clubhouse. Once the Clubhouse parking lot is full, it is recommended to have the guests park in the lots behind Condo Buildings 3 and 4 (13000 & 12900 Heiden Circle).
9. All trash is to be placed in SECURELY TIED garbage bags (provided by the Association) and transferred to the larger containers located in the Clubhouse immediately after the party. If the larger containers are full, trash can be left in securely tied bags in the black containers provided by the Association.
10. Prior to leaving for the night, turn off all lights, T.V., stereo and lock the back, front, kitchen and bathroom doors. No raising or lowering of the thermostats. They will be set by Maintenance according to the weather conditions that day.
11. The Clubhouse, including the kitchen area must be thoroughly cleaned by noon the following day unless otherwise stipulated by the Property Manager. This includes cleaning all tables in the clubhouse.
12. Security deposits will be returned within 14 days of the rental if the property is cleaned and restored back to the condition in which it was received. Otherwise, forfeiture or deductions will be stated in the inspection acknowledgment. The cleaning rate is \$50.00 per hour, over and above forfeiture for failing to abide by the Rules and Regulations.
13. Any damage caused to the Clubhouse or common area property by the party holder or their guests, shall be assessed to the unit owner's account.
14. No plants are to be touched or moved from their original positions.
15. No blue wood furniture is to be moved or used as a coffee station, snack server or dinner server
16. No interference with the décor decorations (nothing is to be moved – banners, pictures, etc).
17. No interference with the seasonal holiday decorations.
18. No nails, tacks or glue affixed to walls or on wood trim.
19. No raising or lowering of Clubhouse blinds.
20. Nothing is to be glued or affixed to windows except for removable adhesive tape.

21. All food must be removed from the refrigerators after use as well as refreshments and ice.
22. All towels and paper goods must be cleaned up and discarded.
23. All bar area and downstairs kitchen area must be attended to and counters cleaned after the event.
24. No fireplace operation without tutorial 48 hours before event.
25. When setting up the night before a party, one Board Member will greet you and provide direction as needed so that any questions can be asked at that time.

Please note that no activity shall be carried on in the common area that is annoying or a nuisance to the residents!

Failure to comply with any of the Rules and Regulations as outlined above and as set forth in the rental agreement, will result in the automatic forfeiture of the security deposit. (Cleaning charges excluded.)

