

North Hampton HOA Clubhouse Reservation Agreement

Date: _____ Start Time: _____ End Time: _____

The clubhouse may be reserved by any North Hampton Homeowners Association member, of at least 21 years of age, current on dues, for the purpose of hosting an event. Number of guests must be limited to 58 in accordance with local fire code(s). In addition:

- a. **The reserving member must be present for said event at all times.**
- b. Reserved functions with persons under the age of 21 years must be chaperoned by the reserving member. The reserving member will be responsible for any damage.
- c. The Board of Directors has the authority to deny a rental for any reasonable cause.

A deposit check in the amount of \$50.00 has been given to North Hampton Homeowners Association. Deposits will be returned upon inspection of the clubhouse after use and return of clubhouse key to the designated HOA Representative, _____ . All of the below items must be followed for the return of the deposit.

- No smoking is allowed inside the clubhouse. No cigarette butts are to be found on the grounds.
- No posting or hanging of objects from walls or ceilings that would leave permanent marks or damage.
- If Lessee and/or attendees will be using the pool, the pool rules, as posted in the pool area, must be followed.
- Upon leaving, remove all personal belongings (including tape fragments), as well as:
 - All food and drink must be removed and surfaces wiped clean. Set the fridge temp to 4.
 - Furniture and accessories are to be returned to its original placement in the clubhouse.
 - Floors are to be swept and mopped.
 - All trash is to be disposed of properly, placed in the trash cans on exterior of clubhouse.
 - Set clubhouse thermostat to 78° (cooling) during summer months & 55° (heat) in the winter months.
 - All lights should be turned off and all windows and doors locked.
- Return key to the designated HOA Representative no later than _____ (time) on _____ (date) [within 24 hours].

Lessee and attendees release and hold harmless North Hampton Homeowners Association of any and all liability.

Lessee acknowledges deposit will be forfeited and/or future use temporarily denied if clubhouse is not left in clean condition according to the above standards and/or damages are noted by the HOA Representative.

Lessee understands he/she will be liable for any damages or additional cleaning exceeding the amount of the deposit.

Lessee: _____ Date: _____

Address: _____ Phone: _____

\$50.00 Deposit received, check #: _____ By HOA Representative: _____

Upon inspection of clubhouse, the HOA Representative has determined the Lessee to be:

- Free of charges, Deposit check returned on date: _____, or
- Liable for the following damages _____

Key returned at _____ (time) on _____ (date).

Signed By: _____

LESSEE

HOA REPRESENTATIVE