

Cottonwoods at Vine Condominium

P.O. Box 847, Draper, UT 84020
Accounting: 801-253-1660 / Maintenance: 801-273-8075
Website: cottonwoodsatvine.com

CLUBHOUSE RENTAL AGREEMENT

RESERVATION DATE _____ NUMBER OF GUESTS _____

RESIDENT'S NAME _____

ADDRESS: _____

() HOME () Cell Phone #: _____ Work Phone #: _____

PAID DATE _____ RENTAL FEE: \$ _____ DEPOSIT: \$ _____

The Cottonwoods at Vine's Clubhouse is only available for rent to the residents of the community and only so long as they attend the function. Reservations will be CONFIRMED only upon receipt of the rental fee and the deposit, which must be received by the Management Office at least one (1) week prior to the reservation date. Verbal or written requests will be tentatively placed on the calendar pending payment of the fee and deposit. The rental of the Clubhouse is strictly on a first come first payment basis. The HOA management committee reserves the right to cancel a reservation or accept another reservation upon payment of fees. **The rental of the Clubhouse entitles the renter the exclusive use of the upstairs only and use of the downstairs restrooms.** The downstairs, i.e., weight room, laundry room and swimming pool are open and accessible during regularly scheduled hours to all residents even though the center may be reserved. USE of these facilities is NOT included in the contract rental of the Clubhouse and abuse of this policy will result in immediate termination of the contract, loss of deposit and/or other justified fines determined by the management committee.

SCHEDULE OF FEES

(Rental and Deposit must be written in two (2) separate checks)

*The fire code limits the usage of the upstairs portion of the Center to 100 people maximum!

PARTIES OF 1 TO 25	RENTAL FEE: \$ 35.00	*DEPOSIT: \$200.00
PARTIES OF 26 TO 50	RENTAL FEE: \$ 75.00	*DEPOSIT: \$200.00
WEDDINGS/RECEPTIONS	RENTAL FEE: \$250.00	*DEPOSIT: \$200.00

(*Deposit checks will be held until after the inspection of the center.)

I, _____, having read the above agreement assume all liability for damages and understand that I am responsible for the action of my guests and any damage or complaints which result from its use. I also understand that it is my responsibility to comply with the above agreement and to restore the Clubhouse to its original condition and that failing to do so could result in the loss of my damage deposit. Cleaning of the center, more than the deposit, and any legal costs incurred in the event action is required for recovery of damages is also my responsibility.

COTTONWOOD AT VINE CONDOMINIUM CLUBHOUSE DEPOSIT REFUND POLICY

Name: _____ Reservation Date: _____
(please print name)

To secure your rental deposit refund the following must be completed immediately after the social function.

1. The contract agreement has been followed in its entirety.
2. Vacuum carpet. You must supply your own vacuum.
3. Pick up any litter, pop cans, etc.
4. Place all refuse in plastic garbage bags and place it in dumpsters located in the northwest or southwest corners of the complex.
5. Replace all existing tables and chairs in an organized manner.

1 high table with 4 matching chairs, 3 round tables, 2 banquet tables, 12 chairs, 1 couch and loveseat, 4 oversize chairs.
6. Wipe off any handprint markings on mirror column.
7. Close and lock any doors and windows used by you or your group.
8. Turn off lights as you exit.

A member of the management committee will inspect the center on the following workday. If for any reason it is not acceptable, a \$20.00/hour cleaning charge will be assessed and taken out of the deposit. If everything is acceptable, your deposit will be returned.

By signing below, I acknowledge that I have read and agree with the Refund Policy. I understand that as a renter of the clubhouse I assume financial responsibility for cleaning and damages if more than the deposit.

Signature: _____

Date: _____