

Clubhouse Rental Agreement  
White Oak Village Condominium Association, Inc.

Name(s) \_\_\_\_\_

Address: \_\_\_\_\_

Date(s) Requested \_\_\_\_\_

Time: \_\_\_\_\_ AM PM to \_\_\_\_\_ AM PM

Specific Purpose: \_\_\_\_\_ Number of People \_\_\_\_\_

Clubhouse Rental Rules

**MAX CAPACITY – 88 WITH CHAIRS, 66 WITH CHAIRS AND TABLES**

1. The clubhouse may **NOT** be rented for any religious, political, or commercial event.
2. An owner in good standing who desires to rent the White Oak clubhouse for a private function must pay a \$65 non-refundable rental fee and a \$100 cleaning deposit; the cleaning deposit will be refunded if no contract cleaning is required following the function. Checks should be made payable to The White Oak Village Condominium Association, Inc.
3. An owner in good standing who belongs to an outside organization may rent the White Oak clubhouse for that organization's activity in accordance with Rules 1-2 above. Neither the organization nor any of its members may publicly advertise the activity (in newspapers, publicly posted announcements, websites, etc.). If the activity is announced publicly, this rental agreement will be voided. Make checks payable to The White Oak Village Condominium Association, Inc. **Please Initial** \_\_\_\_\_.
4. An owner who has a family member pass away may rent the White Oak Clubhouse for an event following the service; the owner will not have to pay the rental fee, but must pay a \$100 cleaning deposit, which will be refunded if no contract cleaning is required following the function; the owner will also have to sign this contract. If an owner passes away and the owner's family (who do NOT reside at White Oak) desires to rent the White Oak Clubhouse for an event following the service, the family must pay the rental fee, sign this contract, and pay the \$100 cleaning deposit; the cleaning deposit will be refunded if no contract cleaning is required following the function. The family must also provide current contact information. Checks should be made payable to The White Oak Village Condominium Association, Inc.. **Please Initial** \_\_\_\_\_.
5. Owners who rent the clubhouse are responsible for the behavior of their guests, and are responsible for repairing any damage caused by themselves or their guests. They may not release either door codes or Wi-Fi login information to their guests.
6. Owners who rent the clubhouse are required to provide their own consumable supplies (beverages, sugar, creamer, condiments, food, plates, cups, napkins, cleaning supplies, etc.).

7. Any one who rents the clubhouse for a private function will forfeit all or part of the cleaning deposit if the carpet is not vacuumed, the floor is not swept of any and all debris, trash removed, or if the tables and chairs are not returned to the normal setup configuration. A list of cleaning requirements is on the wall in the kitchen. **Please Initial** \_\_\_\_\_.
8. The clubhouse hours are 8:00 A.M. to midnight. All private functions, including cleanup, must be completed prior to midnight. **Please Initial** \_\_\_\_\_.
9. Owners must adhere to maximum occupancy standards for the building as established by the Georgetown/Scott County Fire Department.
10. No smoking is permitted inside the clubhouse, nor are any cigar or cigarette butts permitted anywhere on the grounds.
11. No pets are permitted inside the clubhouse. Service animals are permitted, but emotional support animals are not.
12. Guests using the clubhouse must be accompanied by a White Oak Village owner at all times. **Please Initial** \_\_\_\_\_.

### **Agreement**

I have read and understand the above guidelines and agree to uphold them. I also understand that The White Oak Village Condominium Association, Inc. is not liable for accidents or injuries incurred by me or my guests during the period of this rental.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Non-owner's Signature (see #4) \_\_\_\_\_ Date \_\_\_\_\_

Contact Name (printed) \_\_\_\_\_ Phone Number \_\_\_\_\_

White Oak Approval \_\_\_\_\_ Date \_\_\_\_\_