

# The Birches Condominium Association

## Clubhouse Rental Agreement and Rules

As an owner \_\_\_\_ tenant \_\_\_\_ (mark one) of the BIRCHES COMDOMINIUM ASSOCIATION residing at (address) \_\_\_\_\_ I (name) \_\_\_\_\_, am requesting the use of the Clubhouse on (date) \_\_\_\_/\_\_\_\_/\_\_\_\_ from the hours of \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm (not later than 11:00 pm) for the following purpose: \_\_\_\_\_.

There will be \_\_\_\_\_ (# of people – not to exceed 49 per Fire Marshall) and I do \_\_\_\_ do not \_\_\_\_ (mark one) request approval for parking on Summit Road during the event.

I may be reached during the day by phone at: \_\_\_\_\_

In renting the Clubhouse, I agree to the following:

1. **Rental rate of \$75.00** per event, plus **\$100 security deposit**. **Two separate checks** will be made payable to The Birches Condominium Association and **delivered to the Property Manager at least one week prior to the event**. The security deposit will be returned, less any appropriate deductions, not later than seven (7) business days following the function.
2. The Clubhouse must be vacated by no later than 11:00pm.
3. I will ensure that the Clubhouse is left in a clean and vacuumed condition. No decorations may be stapled, glued, taped, or tacked to any surface.
4. Cleanup will be accomplished during the times listed for daytime parties and not later than 10:00am the next day for evening functions which end at 11:00pm.
5. No trash will be left at the Clubhouse, but will be brought back to my Unit for disposal during normal trash pickup.
6. Contact to Resolution Property Management at 603-424-1480 to arrange pickup and drop off of the clubhouse key.
7. **I understand that this Agreement does NOT include use of the swimming pool. Guests shall not go out to the pool area.**
8. No vehicle is allowed to park on the grass or any other landscaped Common Area.
9. Rentals are confirmed only upon receipt of the rental fee and security deposit.
10. No smoking is allowed in the building and outdoor smoking waste will be removed as part of the cleanup.
11. No alcohol may be served except by a caterer or bartender who is licensed and insured to do so. Proof of insurance, listing The Birches as an Insured, should be mailed or faxed to the Property Manager at 603-423-0090.

The undersigned owner/resident who reserves the Birches Clubhouse hereby agrees to defend and indemnify The Birches Condominium and Resolution Property Management, LLC from any and all claims which arise from any injury or damages suffered by said owner/resident or any third persons or their property occurring as a result of the reserving owner's resident's use of the premises.

\_\_\_\_\_  
Owner/Resident

\_\_\_\_\_  
On behalf of the Association

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Key Number** \_\_\_\_\_ **Date Returned** \_\_\_\_\_

**Deposit Returned** \_\_\_\_\_