

Deer Creek Village Homeowner s Association Clubhouse
Cleaning /Damage Responsibilities Agreement

Reservation Date: _____

Homeowner Name: _____

Address: _____

GREAT ROOM & KITCHEN:

- Clean and Sanitize:
 - All Doorknobs, Countertops & Cabinets (no crumbs or sticky spots)
 - Refrigerator (inside & outside, empty food, drinks)
 - Microwave & Oven (inside & outside)
 - Wash, Dry & return all kitchen utensils to drawers, cabinets
 - Sink & Faucet
 - Clean all glass surfaces including windows so that no fingerprints remain.
 - All personal property removed, including any rentals from third parties

TABLES AND CHAIRS:

- Clean and Sanitize all tables and chairs, removing any tape, or decorations that were used.
- Return tables and chairs to the storage closet, neatly placed.

RESTROOMS:

- Clean and sanitize doorknobs, countertops, mirrors, and toilets.
- Empty trash and replace liners.
- Refill soap, paper towel and toilet paper with supplies found in the kitchen pantry and front closet.

DECORATIONS:

- NO TAPE on any surface including the ceiling, walls, doors, bricks or windows!
- Make sure no decorations remain; all balloons, and streamers removed.
- Wipe all accent tables and lamps.
- Return rugs, tables and chairs to their original spaces and storage.
- Turn off all stereo and television equipment, return the remotes to the top of the tuner.

ALL FLOORS:

- Sweep all floors including the kitchen, bathroom and bathroom hallway.
- Vacuum or sweep all rugs.
- Mop all floors using only hot water, no cleaners of any kind. Sticky floors are not considered clean.

TRASH:

- Empty all trash throughout the Clubhouse, Restrooms, and place in outside trash bin of the Clubhouse. If outside bin is full, please take the trash bags to your home. Replace all trashcan liners.

- Pick up all litter and cigarette butts on clubhouse grounds, adjacent yards, sidewalks, and parking lot.

FINAL WALKTHROUGH:

- Reset thermostat: Heat setting is 68° (winter); Air Conditioner setting is 78° (summer); Turn Off Fireplace
- Turn off all inside lights, close all interior doors and the door to hallway between restrooms and clubhouse.
- Lock all doors, including deadbolts.
- Set Alarm - If an error is given, double check the doors to the pool area.
- Lock up! Check the front door to make sure the door is locked and return the key to the clubhouse volunteer.

Charges and Fees: Clean fees will be deducted from the deposit if cleaning is necessary. Cleaning charges will be calculated at \$35 per hour with a minim of \$35.

Repair fees will be deducted in the event of any damage to the grounds, the building or any property within. Repair charges due will be actual costs incurred to repair damages plus a 10% service fee.

Applicant agrees to pay the cost of labor and materials for cleaning and repairs. The applicant agrees to pay to the Montereau HOA the balance of said charges, if any. Under no circumstances is the liability of Applicant to the owner limited by the amount of deposit.

Montereau HOA agrees to return the remaining balance of the premises deposit to the applicant within thirty (30) days of the rental.

Homeowner: _____

Signature: _____

Date: _____