

**PINEWOOD VILLAGE OF MELBOURNE HOMEOWNERS ASSOCIATION, INC  
THE RESIDENTS CLUBHOUSE AND USE AGREEMENT.**

**Reservation Date:** \_\_\_\_\_, 20\_\_\_\_\_

**Time of Reservation: From** \_\_\_\_\_ **am/pm To:** \_\_\_\_\_ **am/pm**

**Description of Event or Use:** \_\_\_\_\_

**Alcoholic Beverage be Served?** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**Security Deposit Received/ Date:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Special Provisions:** As described in Check List. Take down all decorations, vacuum carpet, sweep kitchen floor, wipe down countertops and tables, wash dry and put away, dispose of all litter, debris and trash in dumpster, secure windows, doors and lights. Be sure club house is secured before leaving. Return keys to the Pinewood Village of Melbourne designated representative. REMINDER! THIS IS A NON-SMOKING FACILITY.

Unlawful, unsafe or immoral use of the space reserved and use for any purpose other than identified hereinabove is prohibited. All use of the reserved space will commence and end in accordance with the times set forth above and all activities in connection therewith shall be strict accordance with the rules of the clubhouse. If alcoholic beverages will be served or consumed in the space reserved, such service and/or consumption will be strict accordance with all applicable laws and ordinances; and under no circumstances shall alcohol be (1) consumed or possessed by any person under the age of 21., (2) served to or consumed by an intoxicated person, or (3) offered for sale.

Unless otherwise provided in "Special Provisions" above, Applicant(s) will be responsible for cleaning the clubhouse after its use and for the prompt collection and proper disposal of all litter, debris and trash resulting in connection with such use. Applicants(s) will also be liable for the prompt repair or replacement of any property used or owed by the Association which is damaged, destroyed or lost as a result of Applicant(s)' use of such space.

Applicant(s) will indemnify, hold harmless and defend the Association from and against any and all claims, actions, damages, liability and expense (including but limited to attorney's fee) in connection with loss of life, personal injury and/or damage to property, arising from or out of the reservation, occupancy or use by Applicants(s) of the clubhouse reserved or any part thereof or any part of the Clubhouse, occasioned wholly or in part by an act or omission or Applicant(s) invitees.

The undersigned Applicant(s) joint and severally if more than one, hereby represent to the Association that the space reserved will be used in accordance with the foregoing and agree to be bound by the terms and conditions or such use set forth below:

**Applicant(s):**

**By:** \_\_\_\_\_ **By:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Printed Name:** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Approved and Accepted by:** Pinewood Village of Melbourne Home Owners Association, Inc.

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Club House Keys Rec'd:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature**

\_\_\_\_\_  
**Print Name**

**Clubhouse Keys Returned:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Received by**

**Checklist Attached:** \_\_\_\_\_

CHECK LIST FOR PINWOOD VILLAGE OF MELBOURNE HOMEOWNERS ASSOCIATION, INC  
RESERVATION AND USE AGREEMENT.

Clean the clubhouse reserved after its use:

\_\_\_\_\_ Take down all decorations.

\_\_\_\_\_ Vacuum carpets.

\_\_\_\_\_ Sweep kitchen floor.

\_\_\_\_\_ Wipe down countertops and tables.

\_\_\_\_\_ Wash, Dry and put any dishes used away.

\_\_\_\_\_ Dispose of all litter, debris and trash in dumpster.

\_\_\_\_\_ Secure windows, doors and lights.

\_\_\_\_\_ Return keys to the designated representative.

Previous Renter (if applicable): \_\_\_\_\_

Phone No: \_\_\_\_\_