

**IMPORTANT: Rental/use of the Clubhouse does NOT include the pool or use of the pool area!**

**Valencia Hills Condo Association, Inc.**

**Clubhouse Rental/Use Agreement**

This Rental Use Agreement (the "Agreement") is made as of \_\_\_\_\_ [Date] by and between Valencia Hills Condo Association, Inc. (the "Association") and \_\_\_\_\_ [Renter's Name] ("Clubhouse User"). **Please read the Agreement in its entirety and initial next to each paragraph your understanding of said Agreement.**

On \_\_\_\_\_, 2025\_ received from Clubhouse User a check for \$75.00 (seventy-five dollars) per day to be used toward the rental/use fee of the premises known as the Valencia Hills Condo Association Clubhouse (the "Clubhouse"), and a check \$200.00 (two hundred dollars) for the cleaning deposit for Clubhouse User's event on \_\_\_\_\_, 2025 ("Event Date"). The cleaning deposit will be returned provided there is no damage, excessive cleaning required, or breaches of the Agreement terms. \_\_\_\_\_ (initial)

Rental/Use of the pool grill for \$15.00 (Fifteen dollars) is optional. If Clubhouse User would like to rent/use the pool grill for your scheduled event, please place an "X" next to "Yes" and add an additional \$15.00 to the Clubhouse rental/use fee for a total of \$90.00 (ninety dollars). The \$15.00 will be used to refill the propane tank for the next Clubhouse User. \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_\_ (initial)

If Clubhouse User is not an Owner Member of the Association (e.g., spouse), the Agreement must be co-signed by an Owner Member. All checks should be made payable to **Valencia Hills Condominium Association, Inc.** \_\_\_\_\_ (initial)

Clubhouse User agrees to abide by the Rules and Regulations of the Association and assumes responsibility for the conduct of all event guests and invitees in accordance with said Rules and Regulations of the Association. Clubhouse rental/usage conveys no exceptions to the Rules and Regulations of the Association concerning use of the swimming pool and/or tennis court during Clubhouse User's event. During Clubhouse User's event, the tennis courts and pool areas will remain available to all residents, tenants and said guests not attending the Clubhouse User's event. The intention of the Agreement is strictly for the use of the Clubhouse, and Clubhouse User agrees to make sure event guests do not enter the pool/pool deck or the tennis courts. The restrooms will be shared with resident pool users if Clubhouse User's event occurs during open pool hours. \_\_\_\_\_ (initial)

All parties to this Agreement hereby agree that the Association assumes no responsibility or liability for the person or the personal property of Clubhouse User, his/her guests, invitees or anyone else inside, whether invited or not, who enter within the premises of the Clubhouse from when the Clubhouse User receives the key and until it is property returned to the Amenities Committee contact. The Clubhouse User hereby holds the Association harmless from any losses,

costs, responsibility or liability for injury or harm to the person or property of the Clubhouse User and his/her guests, invitees and uninvited people. \_\_\_\_\_ (initial)

All parties to this Agreement further agree that for the duration whereby the Clubhouse User received the key to the time it is returned to the Amenities Committee key contact, including the time stated in the Agreement, all liability for damage to the Clubhouse, to the common area surrounding the Clubhouse and to the personal or real property of the Association located in and around the Clubhouse shall be the responsibility of Clubhouse User. \_\_\_\_\_ (initial)

To secure performance under this User Agreement, Clubhouse User shall provide a security deposit check in the amount of \$200.00, (two hundred dollars) payable to **Valencia Hills Condominium Association, Inc.** This check shall be held without depositing it until noon of the day following the event date. At that time, if the Clubhouse and its premises have not been cleaned or if the Clubhouse key has not been returned or if there is damage, the security deposit check shall be deposited and not refunded to the Clubhouse User. \_\_\_\_\_ (initial)

The Clubhouse User agrees that any cost for cleaning, repair or replacement due to any loss or damage to the Clubhouse or Association property (real and/or personal) shall be withheld from the security deposit. Should such cost of cleaning, repair or replacement exceed the security deposit, Clubhouse User and/or Owner member shall promptly reimburse the Association for any excess cost. \_\_\_\_\_ (initial)

The Security Deposit will be refunded, providing the following items have been completed by noon following the event date.

### **Valencia Hills Clubhouse Rental/Use Agreement Checklist**

1. Clubhouse User agrees to be present for the entire duration of the Clubhouse event.
2. No persons under the age of 21 are to be left unsupervised by an adult.
3. Clubhouse User agrees to limit event capacity (self, guest, helpers, vendors, etc.) to no more than fifty (50) persons within the Clubhouse.
4. Guests of the Clubhouse User's event are not permitted in the pool area or tennis court.
5. Dogs are not allowed in the pool/ pool area or tennis court.
6. The sitting area in front of the Clubhouse can be used for the Clubhouse User's event. Make sure this area is left clean and wastebaskets are emptied.
7. There is "No Smoking or Vaping" inside the Clubhouse. Smoking is permitted in the sitting area in front of the Clubhouse. Cigarette butts are to be placed in smoke receptacles.
8. No glass shall be used outside the Clubhouse.
9. Furniture, carpet, walls and floors must be cleaned and/or vacuumed and returned to the condition and position in which they were found.
10. Kitchen must be cleaned, clean microwave interior and exterior, refrigerator interior and exterior, mop the floor, empty the wastebasket and place a new bag liner inside the wastebasket. Trash bags are usually kept under the sink.

11. Range and oven must be cleaned and left off. Turn off kitchen and restroom faucets.
12. Bathroom must be cleaned, wastebaskets emptied, place a new bag liner inside the wastebasket, clean toilets, urinals and mop floors.
13. Air conditioning must be turned to 78 degrees in warm weather; heat must be left on 55 degrees in cold weather.
14. If you have paid an additional \$15.00 for use of the grill, the Pool Area near the grill must be cleaned. Please make sure the propane tank is turned off.
15. The Clubhouse grounds including the bridge and approach walks must be cleaned of trash, balloons, cans, bottles, decorations, etc.
16. All trash must be placed in tied plastic bags and left on Balearic Drive curb near the Clubhouse sign.
17. Check both restrooms to make sure all water is turned off and toilets/urinals are not running.
18. Turn off all lights in restrooms.
19. The TV should be shut off and the Roku remote must be placed back in the box.
20. Hallway door that leads to pool deck should be left **unlocked only** in the summer. It is locked during the winter. Leave the hallway light on.
21. A charge of \$10.00 per day will be assessed for failure to return the key by noon the next day after the event. An additional charge will be assessed to correct damage or for any violation of the Rules and Regulations of the Association.
22. No one is allowed to sleep over in the Clubhouse. Clubhouse User may not bring in sleeping bags, linens, pillows or other sleep/slumber item.
23. After the event, the Clubhouse User must (a) lock the front and back glass door, (b) lock the door to the Restroom Hallway from across the kitchen and (c) make sure no one is remaining in the Clubhouse.

Signed, sealed and delivered this date: \_\_\_\_\_

Representative – Valencian Hills Condo Association, Inc., - Linda Voyles or Gloria Mueller

Resident Owner Member Name \_\_\_\_\_ Unit # \_\_\_\_\_ Cell \_\_\_\_\_

Resident non-Owner \_\_\_\_\_ Cell \_\_\_\_\_

Signature of Renter (Owner or Non-Owner)

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### **IMPORTANT INFORMATION**

Wi-Fi Password: **VHResidentsOnly2024**

Remote for TV: In brown box on 2<sup>nd</sup> shelf of the wall unit. If used, please return it to the box after your event.