

SUNRISE MASTER ASSOCIATION

USE OF CLUBHOUSE FACILITIES
(Waiver, Release, Covenant Not to Sue, Indemnity Agreement)
Only Non-Profit activities allowed

Reservation Information (PLEASE PRINT):

Day of week: _____ **Date (MM/DD/YY):** ____/____/____

Time: (from) _____ (AM/PM) **to** _____ (AM/PM)

Type of Activity: _____

Estimated attendance: _____ (Maximum occupancy = 50)

Costs:

Weekend Rental Rate: \$75.00 (Friday, Saturday, Sunday) nonrefundable rental fee will be charged.

Weekday Rental Rate: \$10.00 hour before 5:00 pm and a flat \$40.00 nonrefundable rate for rentals after 5:00 pm (Monday – Thursday)

A refundable \$100.00 security deposit is required and held subject to inspection by the Association and return of clubhouse key following the event. In the event there are no cleaning or damage repair charges, the deposit check will be voided and returned. If cleaning is needed, this will be subtracted from the security deposit at a rate of \$25/hour. If damages are found and exceed the \$100.00 deposit, the resident/homeowner will be responsible for the full cost of repairs/replacement.

CHECK or MONEY ORDERS ONLY- NO CASH ACCEPTED
Please make payable to: SMA

In consideration for the use of the clubhouse facilities of the Sunrise Master Association (SMA), the undersigned does hereby agree to release Sunrise Master Association from any claims for damages arising out of either directly or indirectly for the use and occupancy of the clubhouse facilities by the undersigned at the time and date set forth above. It is acknowledged this is a no alcohol facility. In addition, the undersigned verifies possessing insurance coverage through a homeowner’s policy, and does hereby agree to indemnify and hold the SMA harmless from any claims, demands, suits, actions or damages of any nature which may be made against the SMA by any person or entity arising out of or in connection with the use and occupancy of the facilities at the time and date set forth above.

I understand that only “members in good standing” may use the facility. “Good standing” includes homeowners dues paid current and no unresolved covenant violations pending. I agree it is my responsibility to pick up the clubhouse key before the event and return it the day of the event. I/we below have received, read, understand and accept the agreement and the Clubhouse Rules (provided on pages 2 & 3)

Name (First, Last): _____ Account Number: _____ Current? _____

Signature: _____ Check #'s: _____ Deposit: _____

Home Address: _____

Daytime Phone: _____ Cell: _____ Email: _____

SUNRISE MASTER ASSOCIATION

RULES FOR USE OF SUNRISE MASTER ASSOCIATION CLUBHOUSE

Clubhouse Hours: 8:00AM – 12:00AM Midnight

- ❖ Rental fee and security deposit must be paid at time of reservation or at least fourteen (14) days prior to date of event (Checks/Money Orders ONLY- NO CASH). Rental fee will be deposited; damage deposit will be held
 - ❖ Reservations are not confirmed until security deposit is received. Reservations will be taken on a first come first serve basis
 - ❖ Use of the clubhouse is for the exclusive use of Sunrise Master Association Homeowners in good standing with the SMA and their invited guests. Homeowners must be current with all obligated dues and have no unresolved covenant violations.
 - ❖ Clubhouse is to be used for *personal family events and nonprofit fundraising events with Community Manager approval*. For-profit events will not be permitted. You must state event information on the agreement form for use of the clubhouse and if nonprofit, provide proper documentation.
 - ❖ Family members under 21 years of age are not allowed to reserve clubhouse.
 - ❖ Events scheduled for minors will be under the direct and immediate supervision of the renter and their parents and/or legal guardians. Parents will be responsible for violations or damage caused by their children.
 - ❖ No alcoholic beverages of any kind allowed on premises at any time.
 - ❖ Smoking is prohibited in or within 25 feet of the clubhouse building.
 - ❖ The use of barbecues, hibachis, or any similar braziers in or about the clubhouse is strictly prohibited without **prior** approval (request approval when making a reservation). A Certificate of Additional Insured will be required from your homeowner's insurance carrier.
 - ❖ Any and all attachments to ceilings and/or walls must be removed after event. Decorations may not be nailed into walls or ceilings and no scotch tape is permitted on painted surfaces.
 - ❖ Cleanup of the clubhouse must be completed prior end of rental agreement. Be sure to Lock Clubhouse and drop off key in office mail slot.
 - ❖ Boisterous, rough, illegal or dangerous activities or behavior by anyone using the clubhouse is prohibited. **NO LOUD MUSIC AFTER 10:00 PM.**
- ❖ All trash and refuse disposal is the responsibility of the event sponsor and must be removed at the end of the event.
- ❖ No pets allowed in the clubhouse except for registered service animals.

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CLEANING CHECKLIST

- ❑ ALL TRASH REMOVED FROM THE PREMISES AFTER EVENT
- ❑ NEW LINERS PLACED IN ALL GARBAGE RECEPTACLES
- ❑ REFRIDGERATOR / FREEZER WIPED OUT – ALL FOOD REMOVED
- ❑ COUNTERS / BAR AREA WIPED DOWN FRONT AND BACK
- ❑ MICROWAVE WIPED OUT (if used)
- ❑ ALL DECORATING MATERIALS REMOVED
- ❑ TABLES / CHAIRS CLEANED AFTER USE
- ❑ TABLES / CHAIRS PLACED NEATLY BACK IN STORAGE ROOM
- ❑ ROOM VACUUMED – OUTSIDE RUGS SWEEPED OFF
- ❑ SCUFF MARKS ON WALL OR BAR WIPED OFF
- ❑ WINDOWS/DOORS WIPED OFF
- ❑ BATHROOMS:
 - ✓ Toilets / Sinks cleaned
 - ✓ Trash removed from the premises
 - ✓ Floor swept
- ❑ Lock Clubhouse and drop key in office mail slot