

RIVERMILL CLUBHOUSE RENTAL FORM

Clubhouse Rental Requirement:

- **Clubhouse Facility Hours are 9am-11pm Time Blocks (9am-3pm or 5pm-11pm)**
- RENTAL FEE FOR THE Clubhouse is **\$75.00 Money Order Only** (Money Order Only No Cash Or Personal Checks) Payable to: **RIVERMILL HOMEOWNERS ASSOCIATION** and a **\$250.00 Damage Deposit** (Money Order Only No Cash Or Personal Checks) made payable to: Rivermill HOA. **The Clubhouse rental constitutes the exclusive use of the building ONLY and NOT the community amenities.** (Pool, picnic, park areas, basketball, volleyball, and soccer fields). These areas will remain open for Rivermill residents even when the clubhouse has been rented. Parking arrangements need to be discussed with Security Captain Les BEFORE the event.
- Residents and their guest must follow all posted community rules. **Rivermill security officers will terminate any unsafe or unruly gathering associated with the event.** (park, pool area, picnic area, parking lot, volleyball, basketball and soccer fields.) **Any owner that is delinquent in maintenance fees cannot reserve the clubhouse for use. ****ONLY OWNER'S IN GOOD STANDING WITH COMMUNITY HOA FEES AND VIOLATIONS ARE ABLE TO RENT OUT THE CLUBHOUSE AND MUST SIGN THE CONTRACT FOR RENTAL. ******
- Adult supervision for children or teen parties is required at all times. No children under 16 years old are allowed to be unsupervised in the clubhouse, pool or exercise facilities. **Clubhouse furniture must remain in the clubhouse at all times it cannot be removed under any circumstances.** No alcoholic beverages are to be served or consumed in the clubhouse or pool areas. Pool gate CANNOT be tied or held open. Key access only for security reasons. No loud music. Special permission is required for any additional entertainment devices ie. DJ's or Bounce Houses etc.
- Decoration removal, straightening and cleaning of the facility is required and your sole responsibility. The clubhouse and all areas should be left in the same manner as it was found. A **\$50.00** cleaning fee will be charged if the facility is not returned in an orderly condition or a significant amount of debris from the event is found around the park, pool area, picnic area, parking lot, basketball, volleyball and soccer fields.
- All trash from the event must be removed from the clubhouse grounds by renter. Trash that is not removed from the property will cause an additional forfeiture of **\$50.00** from the deposit.
- A deposit of **\$250.00** and **\$75.00** rental fee (Money Order Only No Cash Or Personal Checks) is due when booking your function. If the date of the event is less than seven (7) days from the booking date, then the resident must hand deliver both fees.
- **Rivermill Security will grant you access into the clubhouse and lock clubhouse doors after completion of event.** The security phone number is **561-767-0097**. The deposit of **\$250.00** will be returned with a check from Rivermill as soon as possible after the property has been checked for appropriate cleanup and appearance. Please understand a check must be issued and could take up to 14 days. **Maximum capacity for the clubhouse is 40 people.**

Please make payments payable to: **RIVERMILL HOMEOWNER'S ASSOCIATION**

I agree to all for the aforementioned conditions and will abide by such. I agree to return the clubhouse in a clean and tidy manner immediately following the event. I agree to pay for any extra cleaning required or damages incurred by the event or participants. I understand that this reservation for the use of the clubhouse does grant me preference, however the clubhouse may not be used by myself and, or us exclusively at any time.

I have received a copy of the clubhouse rules and requirements on this _____ day of 20 _____.

Signature of Owner

Date of event: ___ / ___ / _____ Type of Function: _____

Time Block (circle one) 9am-3pm or 5pm-11pm Number of Anticipated Attendees: _____

Name: _____

Address: _____

Phone #'s Home: _____ Work: _____ Cell: _____