



SPYGLASS HILL HOMEOWNERS' ASSOCIATION
13201 COMPASS POINT DRIVE
STRONSGSVILLE, OHIO 44136

CLUBHOUSE RENTAL AGREEMENT

Rental Date: _____

Member Resident's Full Name (Please Print): _____

Home Address: _____

Phone Number: _____ Email: _____

Specific Purpose of the Rental: _____

Expected No. of Guests: _____

RENTAL FEE : \$75.00 FRIDAY, SATURDAY SUNDAY \$55.00 MONDAY THRU THURSDAY

SECURITY DEPOSIT: \$150.00 (SEPARATE CHECK)

CLEANING DEPOSIT: \$75.00 (SEPARATE CHECK) USED IF CLUBHOUSE IS NOT CLEANED AS STATED IN THE CLEAN-UP CHECK-OFF LIST. CHECK WILL BE CASHED FOR A PROFESSIONAL CLEANING.

Will you be using the Pool? () YES () NO () UNSURE AT THIS TIME

*Does not include Lifeguard cost if needed MORE THAN 12 GUESTS IN POOL AREA. Homeowner will be billed separately by Metropolitan Pools for the cost.

Music **MUST** end by 12:30 AM and your event **MUST** end by 1:00 AM. **NO EXCEPTIONS**

Alcoholic beverages may not be taken outside clubhouse. It is the responsibility of the resident renting the facility to inform their guests and enforce this policy.

Please mail completed Clubhouse Rental Agreement to:

Recreation/Pool Chairperson
Candy Mcneeley
17728 N. Inlet Drive
Strongsville, OH 44136

Rental Fee, Security Deposit & Cleaning Deposit are due **14** days before event.
**THESE ARE TO BE 3 SEPARATE CHECKS PAYABLE TO
SPYGLASS HILL ASSOCIATION.**

I agree to release the SPYGLASS HILL HOMEOWNERS' ASSOCIATION of any liability. I have read, understand, and agree to the following attached rules.

Signed _____ Date _____

Approved on behalf of the Association by _____

SPYGLASS HILL RECREATION CENTER

RENTAL RULES

HOURS OF RENTAL: Building will be available for use at 10:00 AM on the day of rental. Building is to be cleaned and ready for inspection by committee member by 9:00 AM the day following rental.

NO SMOKING IS PERMITTED IN THE RECREATION CENTER.

RULES AND REGULATIONS:

1. Completed rental clubhouse agreement confirms the rental date
2. Payment of rental fee, security deposit and cleaning deposit are due 14 days before event.
3. The Recreation Center may **ONLY BE RENTED TO HOMEOWNERS**. The homeowner **MUST** be present at the all times when guests are in the building.
4. The homeowner is responsible for a thorough clean-up of the facility. The homeowner brings garbage bags and all trash must be taken home. **NO TRASH** is to be left at the Recreation Center or Pool Area. Please remove all food from refrigerator and freezer. Bring your own cleaning supplies and paper products including toilet paper and paper towels.
5. A \$5.00 charge will be assessed for cigarette butts left on the ground outside the building.
6. Main room, kitchen and bathroom floors are to be swept and mopped with soap and water. Kitchen and bathroom counters wiped down with soap and water.
7. When serving food on tables, make sure it is not splashed on the walls. If so, please clean the food from the walls.
8. Chairs removed from storage room should be properly returned. Tables should be taken down and placed against sound wall panels.
9. The homeowner assumes responsibility for any and all damages to the building furniture, pool area and lawns caused by guests. The homeowner shall reimburse the Association for any expenses incurred in repairing such damages.
10. Decorations are **NOT** to be glued, nailed or tacked to walls, fans or woodwork. Only hang decorations with painter's tape. Please remove all tape after event.
11. The homeowner assumes responsibility of guests and shall hold the Association harmless with respect to claims which may arise because of injury suffered by a guest.
12. The Association is **NOT** responsible for alcohol consumption by guests. The homeowner is solely responsible.
13. No noise outside of building after 11:00PM. No music inside after 12:30AM. The building is to be closed and vacated by 1:00AM.
14. The homeowner must complete a check-off list and return with key(s).
15. The Trustees may observe any party and clear the building if disorderly.
16. Children and adolescents are **ALWAYS** to be supervised. No exceptions.
17. The back door, out to the pool area, will be locked by the lifeguards when pool closes. You will not be able to enter pool area after hours unless a guard has been hired through Metropolitan Pools.

Cleaning Deposit will be cashed and used for professional cleaning if the room is not cleaned according to the check-off list.

SECURITY DEPOSIT WILL BE WITHHELD IF THERE IS ANY DAMAGE OR NON-COMPLIANCE TO THIS AGREEMENT. THE DECISION WILL BE FINAL WITH NO RECOURSE.

**SPYGLASS HILL RECREATION CENTER
CLEAN UP CHECK-OFF LIST**

1. _____ Tables cleaned and properly stored on the right side of the fireplace.
2. _____ Chairs cleaned and properly stored in the back room, according to the instructions, on the racks.
3. _____ Bathrooms cleaned including toilet, sink, and floor washed.
4. _____ Kitchen and appliances cleaned, microwave wiped down, inside of the oven wiped out.
5. _____ Decorations removed, including remnants of painter's tape, etc.
6. _____ Fireplace swept out.
7. _____ Trash and debris removed from inside and outside of the building including cigarette butts in outdoor receptacles.
8. _____ Kitchen floor washed with water only, main room and hall floor swept and damp mopped with water only.
9. _____ Thermostat turned down to 55 degrees in the winter; turned off in the summer.
10. _____ All lights are turned off.
11. _____ All doors are locked.
12. _____ **KEY(S) RETURNED** to designated member of the Recreation Committee. **KEY MUST BE RETURNED BY 9:00 A.M. FOLLOWING THE DAY OF RENTAL.**

REPORT ANY DAMAGE OR MALFUNCTION OF EQUIPMENT TO THE RECREATION COMMITTEE MEMBER IN CHARGE OF RENTAL AS SOON AS NOTICED!

SECURITY DEPOSIT WILL BE WITHHELD IF THERE IS DAMAGE OR IF THE FACILITY IS LEFT IN DISARRAY!

I have completed the cleaning of the Recreation Center and it is ready for inspection.

Signed _____ Date _____

We have inspected the Recreation Center and have found it:

_____ satisfactorily cleaned _____ unsatisfactorily cleaned

_____ undamaged _____ damaged (list)

Signed _____ Date _____

Recreation Committee Members