



SPYGLASS HILL HOMEOWNERS' ASSOCIATION
13201 COMPASS POINT DRIVE
STRONGSVILLE, 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: _____

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

*Does not include Lifeguard cost if needed MORE THAN 8 GUESTS IN POOL AREA. Homeowners 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 the clubhouse. It is the responsibility of the resident renting the facility to inform their guests and enforce this policy.

RENTAL FEE : \$100.00 FRIDAY, SATURDAY, SUNDAY \$75.00 MONDAY THRU THURSDAY

Please mail or email completed Clubhouse Rental Agreement & Waiver to:

Abigail Ortiz- Social Chair
13339 Compass Point
hoaspyglass.socialchair@gmail.com

Rental Fee due **14** days before the event.
Make a check payable to: SPYGLASS HILL ASSOCIATION.
(please send me an email if you place anything in my mailbox)

I agree to release the SPYGLASS HILL HOMEOWNERS' ASSOCIATION of any liability. I have read, understand, and agree to the following attached rules and COVID 19 waiver.

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 9:00 AM on the day of rental. Building is to be cleaned and ready for inspection by committee members by 9:00 AM the day following the 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 due 14 days before the event.
3. The Recreation Center may **ONLY BE RENTED TO HOMEOWNERS**. The **RESIDENT MUST** be present at all times when guests are in the building.
4. The **RESIDENT** is responsible for a thorough clean-up of the facility. The **RESIDENT** 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 the refrigerator and freezer. Bring your own cleaning supplies and paper products including toilet paper and paper towels.
5. 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.
6. When serving food on tables, make sure it is not splashed on the walls. If so, please clean the food from the walls.
7. Chairs removed from the storage room should be properly returned. Tables should be taken down and placed against sound wall panels.
8. The **RESIDENT** assumes responsibility for any and all damages to the building furniture, pool area and lawns caused by guests. The **RESIDENT** shall reimburse the Association for any expenses incurred in repairing such damages.
9. 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 the event.
10. Fireplace is not to be used.
11. The **RESIDENT** 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 **RESIDENT** is solely responsible.
13. No noise outside of the building after 11:00PM. No music inside after 12:30AM. The building is to be closed and vacated by 1:00AM.
14. The **RESIDENT** must complete a checklist after the event and leave on the kitchen countertop.
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 the pool closes. You will not be able to enter the pool area after hours unless a guard has been hired through Metropolitan Pools.

SPYGLASS HILL RECREATION CENTER CHECKLIST

- Tables cleaned and properly stored on the right side of the fireplace.
- Chairs cleaned and properly stored in the back room.
- Kitchen sink, countertops and appliances cleaned, including microwave.
- Do not leave any food or beverages in the refrigerator.
- Floors swept and washed.
- Bathrooms cleaned including toilet, sink and floor washed.
- Decorations removed, including remnants of painter's tape, etc.
- Trash and debris removed from inside and outside of the building.
- If you have guests that smoked outside, make sure cigarette butts are picked up.
- Turn the thermostat down to 60 degrees in the winter; turned off in the summer.
- Turn off TV and leave the remote on the fireplace mantle.
- All lights and fans turned off.
- All doors locked.

**REPORT ANY DAMAGE OR MALFUNCTION OF EQUIPMENT TO THE RECREATION COMMITTEE MEMBER IN CHARGE OF RENTAL AS SOON AS NOTICED!
RESIDENT WILL BE RESPONSIBLE FOR 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 _____