

# ISLES AT WATERWAY VILLAGE CLUBHOUSE RESERVATION AGREEMENT for a PRIVATE EVENT

**This agreement is restricted to reservation of the Cardroom, Kitchen, and Bathroom; the Great Room is excluded.**

All activities for the rental of the Clubhouse involve the following requirements:

**ALL CANCELLATIONS MUST BE MADE WITHIN SEVEN (7) DAYS OF AGREEMENT DATE.**

PROPOSED FUNCTION: \_\_\_\_\_

DATE AND TIME OF FUNCTION: \_\_\_\_\_

EXPECTED NUMBER OF GUESTS (Max. Occupancy Cardroom 48) \_\_\_\_\_

RESIDENT RESPONSIBLE FOR RENTAL: \_\_\_\_\_

RESIDENT ADDRESS: \_\_\_\_\_

RESIDENT PHONE NUMBER: \_\_\_\_\_ CELL: \_\_\_\_\_

CATERERS' NAME: (IF ANY) \_\_\_\_\_

## TERMS AND CONDITIONS OF RENTAL AGREEMENT

The Clubhouse facilities shall be available to all Isles residents and their guests, subject to the following:

1. Residents are to call Management, AR Choice Management, at 772-778-6902 or e-mail [theisles@archoice.com](mailto:theisles@archoice.com) to reserve the facilities.
2. Reservations for the use of the facilities must be approved and scheduled by the management office no earlier than 10 days prior to the event.
3. **NO PERSONAL PROFIT MOTIVATED BUSINESS OR SALES RELATED ACTIVITIES ARE PERMITTED. IN THE EVENT THAT THE BOARD FINDS THIS PROHIBITED ACTIVITY OCCURING, THE USE OF THE FACILITIES WILL BE IMMEDIATELY TERMINATED.**
4. The resident will be personally liable and responsible for the furnishings in the Clubhouse, as well as damages and loss to any element of the Clubhouse including but not limited to furniture, fixtures, sound equipment, and building structure.
5. The resident acknowledges that any supplies or equipment brought into the facilities are the responsibility of said resident. The Association assumes no responsibility for any loss or damage to said equipment or supplies.
6. **Any vendor/caterer contracted for any event must provide proof of insurance. A health permit is required from all caterers. The aforementioned must be on file with the on-site administrator at least three (3) days prior to event.**
7. At the conclusion of the event, the facilities must be restored to their previous condition.
8. **A deposit of \$250.00 is required.** A representative of the Association will inspect the facility after the event and assess damages, if any. **The deposit will be returned if the facility is left in satisfactory condition.** Failure to properly restore the facilities will result in a charge to the resident for said restoration.
9. The resident assumes all responsibility and agrees to adhere to all county and residential ordinances for noise.

# ISLES AT WATERWAY VILLAGE CLUBHOUSE RENTAL AGREEMENT

10. The Association shall not be liable or responsible for any damages arising from the intoxication of any guest(s), or for injury or death to any person(s).
11. Activities are permitted between 10:00 a.m. and 11 p.m.
12. No smoking is permitted anywhere in the Clubhouse. Alcohol is only permitted if proper insurance requirements are met. Contact the Property Manager for more information.
13. No pets are permitted anywhere in the facilities or pool area.
14. Proper attire is required in the Clubhouse. No swimsuits, bare feet or bare chests are permitted. Cover-ups are acceptable.
15. The resident is responsible for their conduct as well as the conduct of their guests. Courtesy, decorum, good conduct and safe behavior must be observed. No loud or disorderly conduct is permitted.
16. Any people or organizations using the facilities shall be responsible for the cost, repair or replacement of any Association property that is misused, damaged or stolen while under their or the organization's care, custody or control.
17. The resident using the kitchen facilities will be responsible for the care and cleaning up thereof. Urns, coffee canisters, counters, etc. shall be thoroughly washed, dried, sanitized, and returned to their prior location.
18. No equipment, furniture, notices or photos on Association property may be removed from the Clubhouse or its surrounding areas.
19. This agreement does not include use of the fitness room, great room or the pool.
20. The resident is not permitted to have pool parties.
21. There is a 10:00 p.m. noise ordinance. No outside noise is allowed after 10:00 p.m.
22. The posting of signs, notices or photos on any common area or Clubhouse surface is prohibited, except for one sign on each door advising of the private function.
23. Isles residents and their guests shall not be precluded from access to the amenities in the great room in the Clubhouse.

**I, the undersigned, agree to the above and accept the terms of this rental agreement.**

**Resident Signature:** \_\_\_\_\_

**Date of Agreement:** \_\_\_\_\_

**Deposit Received: Cash \_\_\_\_\_ or Check # \_\_\_\_\_**

**Approval:** \_\_\_\_\_

**ISLES AT WATERWAY VILLAGE CLUBHOUSE  
RENTAL AGREEMENT -  
VENDOR INFORMATION**

TODAY'S DATE: \_\_\_\_\_ RESIDENT NAME: \_\_\_\_\_

NAME OF FUNCTION: \_\_\_\_\_

DAY/DATE/TIME OF FUNCTION: \_\_\_\_\_

RESIDENT HOME/CELL NUMBERS: \_\_\_\_\_

ATTACH A COPY OF THE VENDOR CERTIFICATE OF LIABILITY INSURANCE NAMING ISLES AT WATERWAY HOA, INC. AS ADDITIONALLY INSURED FOR EACH VENDOR. IN ADDITION, HEALTH PERMITS MUST ALSO BE ATTACHED.

VENDOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

VENDOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

VENDOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

OFFICE USE:  
DATE RECEIVED: \_\_\_\_\_

TIME: \_\_\_\_\_