

## CHOA CLUBHOUSE AGREEMENT

### General Rules for Use

1. Maximum occupancy is 51 – this is in accordance with the Cypress City Code.
2. Pool key is to be used for the restrooms only. **No pool use is allowed during your party.**
3. No one under the age of 21 years is permitted the use of the clubhouse without supervision at all times by an adult at least 21 years of age.
4. **No alcohol is allowed.**
5. **No loud music or excessive noise.** No disc jockeys or live bands.
6. The event is to always **remain inside the clubhouse.**
7. Outdoor barbecues, tables, outdoor bars, or outdoor buffets are **strictly forbidden.**
8. No pets or animals are permitted in the clubhouse.
9. Decorations may be put up with masking tape only to avoid damage to surfaces.
10. No glitter or confetti is to be used inside the clubhouse.
11. Fireplaces are not to be used.
12. The clubhouse must be vacated by all guests by 9:00 PM from Sunday through Thursday, and by 10:00 PM on Friday, Saturday, and the day before a holiday.

Upon leaving, all doors must be securely locked, all lights must be turned off (including the restrooms), and the air conditioner/heater must be in the OFF position.

The key must be returned to the Clubhouse Manager **within 24 hours** after the event ends. For every day the key is not returned, the deposit will be docked \$25. **Neither Cypress Home Owners Association nor the Clubhouse Manager is responsible for lost or stolen items.**

A **\$25.00 fee** is to be collected by the Clubhouse Manager who will forward it to the Association. A **deposit of \$100.00** is required for all clubhouse reservations and is to be **presented with the agreement** when the key to the clubhouse is picked up. Homeowner must sign rental form for tenant/renter and present an ID. Homeowner and/or tenant is responsible for all damages that may occur to the clubhouse and restrooms during their use or the deposit will not be returned.

**The deposit may also not be returned if the key is lost, and/or if the following is not done to the satisfaction of the Clubhouse Manager to ensure the clubhouse is left in good clean condition:**

- Floors are to be swept, cleaned, and mopped well with spots removed.
- All trash must be removed, and trash cans cleaned, if necessary, to avoid ants.
- Tables and chairs must be left clean and neatly stacked.
- All decorations, balloons, and tape must be removed.
- Kitchen sink and counters must be thoroughly cleaned.
- Refrigerator and stove must be thoroughly cleaned and left empty.

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## Keyholder Responsibilities

**I have read and understand all the above rules and agree to abide by them.** I understand that it is my responsibility to inform my guests of these rules as well, and that **any violation of these rules may result in a suspension of my right to use the clubhouse.** I will be held responsible for any and all damages that may occur to the clubhouse and restrooms during my use. Any such damage will be deducted from my deposit with the understanding that damages more than my \$100.00 deposit will also be charged to me. In the event damages are more than my \$100.00 deposit, I will be responsible for the entire cost of repairs. **I will return the key to the Clubhouse Manager within 24 hours after my event ends. For every day the key is not returned, my deposit will be docked \$25.**

Homeowner (Print): \_\_\_\_\_

Renter (Print): \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Reservation Date: \_\_\_\_\_ Clubhouse #1: \_\_\_\_\_ Clubhouse #2: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date