

400 Ashley Court
Glen Mills, PA 19342
Phone: 610-459-0510
Fax: 610-459-5317

CLUBHOUSE RENTAL AGREEMENT

DATE:

TO:

AT: DARLINGTON WOODS CONDOMINIUM ASSOCIATION

FR: Darlington Woods Condominium Association

RE: Clubhouse Rental Contractor and Rental Rules

Reservation Date: _____

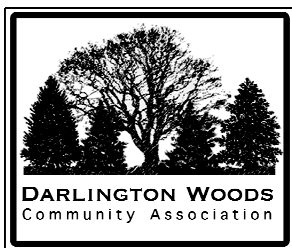
At your request, we are sending to you a current Clubhouse Rental Contract with Rental Rules.

The clubhouse has been tentatively held in your name for the date stated. **Your reservation is confirmed once we receive your signed Rental Contract (third page only), a rental check of \$125 per day or portion thereof and your deposit check for \$100.** The deposit check will be placed in the Association's checking account until after post event inspection. Make both checks out to DARLINGTON WOODS CONDOMINIUM ASSOCIATION and return with a signed copy of the agreement.

During the week preceding your rental, you will be contacted by a Clubhouse Coordinator so that they may provide you with a key and any further information you may need.

Thank you for all your help and cooperation. Please call if we may provide any additional assistance.

Enclosures



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RENTAL AGREEMENT FOR THE COMMUNITY CENTER

INTRODUCTION

The Community Center (known as the "Clubhouse") of the DARLINGTON WOODS CONDOMINIUM ASSOCIATION exists for the pleasure and enjoyment of members, their families and guests in a setting of privacy and dignity. Maximum occupancy rate is 50 persons.

FEE AND SECURITY DEPOSIT:

A security deposit of \$100 and a rental fee deposit of \$125 per day or any part of a day is required to hold the reservation for the use of the Clubhouse. The deposit shall be paid in two separate personal checks - a security deposit check for \$100 and a rental fee check for \$125 per day of usage. The checks are to be made payable to "DARLINGTON WOODS CONDOMINIUM ASSOCIATION". Upon completion of the use of the Clubhouse and conformance to the following provisions of use no damage to the property or contents, no missing inventoried items other than reasonable expected wear and tear, and after an inspection for adherence to cleanliness standards, the deposit check will be returned to the undersigned.

QUALIFIED USERS:

All social and private functions held at the Clubhouse must be sponsored and attended by a resident(s) of Darlington Woods. Commercial or business use of the Clubhouse is prohibited.

PROVISIONS OF USE:

1. All social or private functions shall be scheduled to commence after 8:AM and shall be completed at or before 12:00 midnight. The function sponsor is responsible for complying with the Township ordinance on noise levels and for conduct of the participants. Please keep noise level down and respect the adjacent homeowners' privacy. All activities must be conducted within the of the Clubhouse.
2. Maximum occupancy rate is limited to 50 persons.
3. The Condominium Association (COA) of the DARLINGTON WOODS CONDOMINIUM ASSOCIATION will assume no responsibility for any loss or damage of any merchandise or articles left at the Clubhouse prior to, during or following a function.
4. Because of safety and liability issues, the use by your guests of the Fitness Center IS NOT a part of the rental agreement.
5. The POOL IS NOT a part of the rental agreement and cannot be rented in conjunction with the clubhouse. NO POOL PARTIES WITH USE OF THE CLUBHOUSE ROOM. The Emergency Exit between the Clubhouse rental room and the pool shall REMAIN CLOSED during rental period.



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6. No "sleep-over" functions are permitted on the Clubhouse premises.
7. The function and arrangements shall comply with the Pennsylvania Alcoholic Beverage Commission regulations. You are responsible for the prevention of alcoholic beverages being consumed by minors or any other illegal activities conducted or engaged in by your guests.
8. Smoking is not allowed in the Clubhouse.
9. A Certificate of Insurance will be required from the resident(s) renting the Clubhouse room. This Certificate can be provided by your insurance carrier and will be for a period of 24 hours so that you have coverage during your rental period. The Certificate shall be provided to the Clubhouse Rental Coordinator.
10. If an outside vendor is being used during your rental period, i.e., a caterer, a Certificate of Insurance must be provided to you and a copy provided to the Clubhouse Rental Coordinator.
11. No items shall be affixed to walls. No attaching material that may damage woodwork such as, scotch tape, staples, masking tape, tacks, pins, etc. Decorations are limited to table decorations ONLY.
12. Limited and judicious use of candles for table and cake decorations is permitted. Users will be held liable for damages caused by candle use. The user shall provide their own candles.
13. All debris and trash will be bagged and removed from the Clubhouse. The trash may be deposited in the trash receptacle located in the vicinity of the Clubhouse (Ashley Court). All food and other perishables brought onto the premises shall be removed.
14. Following your rental, you are required to remove all personal items. The Association will schedule cleaning of the room. The cost is a part of the charged rental fee.
15. Upon completion of the function, the resident(s) sponsor shall lock the door, turn off all lights and close all windows. The key shall be returned to the Clubhouse Rental Coordinator or Management Office immediately or at a time mutually agreed upon.
16. Resident(s) renting the Clubhouse assume the cost of any damage during rental period in excess of Security Deposit and agree that cost of such damage may be assessed against respective unit(s).
17. The Board of Directors reserves the right to amend these policies as needed.

DARLINGTON WOODS CLUBHOUSE CLEANING/TRASH REMOVAL INSTRUCTIONS



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After rental the Clubhouse will be inspected by the Clubhouse Rental Coordinator, the Darlington Woods' resident(s) will be held responsible for removal of all food and other items brought to the Clubhouse for the occasion.

1. Return all furniture to original position and/or storage area (closets).
2. All trash must be bagged and removed from the Clubhouse. The trash may be deposited in the trash kiosk located on Ashley Court.
3. All food items and other perishables brought onto the Clubhouse premises shall be removed.
4. All decorations must be removed from the Clubhouse.
5. Check bathrooms.
6. Renter must provide their own trash bags, paper products, paper towels, etc.

I have read the above rental agreement and agree to abide by the provisions contained herein. I have inspected premises and find the premises acceptable.

Applicant Signature

DATE: _____

Address

Approx. date and time of function

Phone number

Approved _____ Disapproved

Clubhouse Rental Coordinator

\$ _____ Rental Fee/day Check # _____

Date: _____



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\$ _____ Deposit Check # _____

Date: _____

\$ _____ Deposit Returned

Date: _____