

**VICTORIA GROVE H.O.A.**

**10420 Victoria Grove Blvd.  
Royal Palm Beach, Fl 33414**

**Phone: 561-333-6050**

**Fax: 561-791-9240**

***Victoria Grove Homeowner's Association, Inc.***

**Clubhouse Reservation Contract**

Reservations must be made two weeks in advance in consideration of the use of premises and other good and valuable considerations, the receipt of which is hereby acknowledged. Homeowner must be present at function.

I understand that I, the homeowner, unless damage is specifically brought to the attention of property management prior to usage, will assume full responsibility for any and all damage and misuse to the contents of the rental area on the rental date which includes all permanent furniture and fixtures including but limited to, door, windows, restrooms, kitchen appliances and equipment (if applicable).

The homeowner acknowledges and agrees that he/she and his/her guest shall use the facility in such a manner as to not cause and damage or misuse to the facility, shall comply with all laws, ordinances, rules and regulations of applicable governmental authorities with respect to the use of the facility and shall not make, suffer or permit any lawful, improper or offensive use of the facility or permit any nuisance thereon. The owner also acknowledges that the clubhouse is not to be used by renters and that no bounce houses, petting zoos, rides, barbecues, etc., are permitted in the surrounding grassy area. The deposit will be forfeited if these rules are not followed.

The scheduled closing time of the clubhouse 12:00 p.m.. Maximum capacity of the clubhouse is 125 people. Music must be kept at a "background" level and the resident must be present at all times. All rental functions must be over at the schedule closing times with no exceptions.

A refundable security/damage deposit of \$400.00 is required as well as a \$200.00 non-refundable reservation fee. It is due upon signing of the rental contract. Reservations must be made two (2) weeks in advance and all monies paid at that time. A rental date is not secure until the contract and deposit are received. The security deposit will be returned within twenty-one (21) days if no damage is incurred. In the event there is any damage or misuse to the facilities the charge for the same will be deducted from the security/dam aged deposit or if not adequate, the cost will be assessed to the resident's account. If damages are claimed over the amount of deposit, the renter agrees to pay for same upon receipt of an invoice from the Association for the repairs or misuse.

Party activities must be confined to the clubhouse, not the pool area. The deposit will be forfeited if the pool is used at any time. All events attended by children eighteen (18) and younger must be chaperoned by the responsible adult homeowner.

All additional rental equipment is the responsibilities of the homeowner to provide and Victoria Grove HOA will not be held responsible for damage, loss or misuse due to negligence.

The homeowner agrees to indemnify and hold harmless Banyan Property Management, Inc., their agents and Victoria Grove HOA from all loss, damage, claim, demand liability, or expense by reason of any damage or injury to persons (including loss of life) or property which may have arisen as a result of or in connection with the use of the facility by the renter or its guests.

Premises are to be returned to pre-event condition. Homeowner is responsible to remove all trash and debris from the premises and must take home. Dispose in parking lot dumpster only.

Existing damage to the clubhouse is as noted:

Signature \_\_\_\_\_ Date \_\_\_\_\_

# *Victoria Grove Homeowner's Association, Inc.*

## **Make 2 Separate Checks Payable to Victoria Grove HOA**

SECURITY DEPOSIT: \$400.00 (REFUNDABLE IF CLUBHOUSE LEFT WITHOUT DAMAGE OR MISUSE)

USE FEE: \$200.00 (NON-REFUNDABLE)

PLEASE ISSUE TWO SEPARATE CHECKS, BOTH ARE TO BE PAYABLE TO VICTORIA GROVE HOA, INC.

I also concur that I have received the information sheet regarding and regulations for rental of the clubhouse and will abide by them.

\_\_\_\_\_  
HOMEOWNER'S SIGNATURE

\_\_\_\_\_  
DATE

DATE OF EVENT: \_\_\_\_\_

TYPE OF EVENT: \_\_\_\_\_

STARTING TIME: \_\_\_\_\_ ENDING TIME: \_\_\_\_\_

# OF PEOPLE ATTENDING: \_\_\_\_\_

APPROVAL: \_\_\_\_\_

NAME OF CATERER: \_\_\_\_\_

WILL CATERER USE APPLIANCES: \_\_\_\_\_

(CATERER/OWNER/RENTER IS RESPONSIBLE FOR LEAVING KITCHEN APPLIANCES IN CLEAN ORDER):

WILL MUSIC BE PROVIDED: \_\_\_\_\_ NAME OF MUSICIAN: \_\_\_\_\_

WILL ALCOHOLIC BEVERAGES BE SERVED? \_\_\_\_\_

BARTENDER: \_\_\_\_\_

(IF YES, THEN A CERTIFICATE OF INSURANCE NAMING THE ASSOCIATION AS AN ADDITIONAL INSURED MUST BE PROVIDED BEFORE RENTING THE CLUBHOUSE). FAILURE TO DO SO WILL VOID THIS CONTRACT.

HOMEOWNER IN CHARGE OF EVENT:

\_\_\_\_\_  
NAME

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

***VICTORIA GROVE HOMEOWNER'S ASSOCIATION,  
INC.***

**ADDENDUM TO CLUBHOUSE RENTAL AGREEMENT  
BY INITIALING EACH OF THE FOLLOWING ITEMS I AGREE THAT:**

**INITIAL**

I WILL LEAVE THE CLUBHOUSE AS I FOUND IT \_\_\_\_\_

I WILL TAKE ALL RUBBISH TO THE PARKING LOT DUMPSTER \_\_\_\_\_

I WILL CLEAN OUT THE REFRIGERATOR \_\_\_\_\_

I WILL NOT PLACE FOOD OR ANY OTHER ITEMS ON THE POOL TABLE \_\_\_\_\_

I WILL LOCK ALL DOORS WHEN I LEAVE \_\_\_\_\_

I WILL NOT USE ANY SPACE OUTSIDE INCLUDING THE VERANDA \_\_\_\_\_

I WILL PLACE ALL FURNITURE BACK TO ITS ORIGINAL POSITION \_\_\_\_\_

I WILL NOT MOVE THE POOL TABLE \_\_\_\_\_

I WILL NOT BRING OUTDOOR FURNITURE INSIDE \_\_\_\_\_

I WILL NOT LEAVE CARS PARKED IN FRONT OF CLUBHOUSE \_\_\_\_\_

**\*NO CARS ARE TO BE LEFT PARKED IN FRONT OF CLUBHOUSE AFTER UNLOADING**

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

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

\_\_\_\_\_

DATE: \_\_\_\_\_