

# Isles of Boca Association, Inc.

c/o GRS Community Management  
3900 Woodlake Blvd., Suite 309 Lake Worth, FL 33463  
Ph: (561) 641-8554 Fx: (561) 641-9448

## ISLES OF BOCA ASSOCIATION CLUBHOUSE RENTAL AGREEMENT

Homeowner/Renter: \_\_\_\_\_ Address: \_\_\_\_\_

Date of Function/Event: \_\_\_\_\_

Time of Function: from \_\_\_\_\_ to \_\_\_\_\_ **(Max rentals are 6 Hours only; Starting at 8AM and cannot be past 7PM)**

Type of Function/Event **(National Holidays are not allowed to be reserved for)** Please check on of the following:

<input type="checkbox"/> Bar/Bat Mitzvah	<input type="checkbox"/> Quince	<input type="checkbox"/> Reunion	<input type="checkbox"/> Holiday Party
<input type="checkbox"/> Baby Shower	<input type="checkbox"/> Sweet 16	<input type="checkbox"/> Anniversary	<input type="checkbox"/> Other _____
<input type="checkbox"/> First Communion	<input type="checkbox"/> Wedding	<input type="checkbox"/> Graduation	<input type="checkbox"/> Birthday

Number of Guests Expected \_\_\_\_\_ Contact Person Name \_\_\_\_\_  
# of Children \_\_\_\_\_ # of Adults \_\_\_\_\_ Telephone \_\_\_\_\_

Entertainment hired for event? Yes / No Type of Entertainment \_\_\_\_\_  
**(Attach a copy of the License, Insurance & Business Card for each outside vendor)**

Are Caterers OR Others hired for the event? Yes/ No Name \_\_\_\_\_

**Non-Refundable Rental Fee in the amount of \$50.00** made payable to Isles of Boca Association, Inc. Check# \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ Received on \_\_\_\_\_ 20 \_\_\_\_.

**Refundable Security Deposit in the amount of \$200.00** made payable to Isles of Boca Association, Inc. Check # \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ Received on \_\_\_\_\_ 20 \_\_\_\_.

**THE ASSOCIATION RESERVES THE RIGHT TO MAKE CHANGES TO THIS CONTRACT AS REQUIRED AND THE TERMS AND CONDITIONS OF THIS CONTRACT ARE NOT INCLUSIVE OR LIMITED TO THE FOREGOING.**

**I hereby agree to follow the rules pertaining to the clubhouse room rental and I acknowledge that I am responsible for any and all damages that occur due to the GUESTS, contractors or caterers.**

I CONSENT TO PERMIT A REPRESENTATIVE OF THE ASSOCIATION TO CHECK THE ROOM AND AREA FOR CLEANLINESS AND OR DAMAGE BEFORE THE REFUND OF MY SECURITY DEPOSIT, WHICH MAY BE FORFEITED IF THE ROOM AND AREA IS NOT RETURNED TO THE SAME CONDITION AS IT WAS BEFORE MY FUNCTION.

I UNDERSTAND THAT ALL TRASH, DECORATIONS, FOOD OR FOOD RELATED ITEMS (DISHES, UTENSILS, TRASH ETC.) CANNOT BE LEFT IN THE AREA AND MUST BE REMOVED IMMEDIATELY FOLLOWING THE FUNCTION. TRASH MUST BE TAKEN WITH YOU AND NOT LEFT AT THE CLUBHOUSE FOR DISPOSAL.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I UNDERSTAND THAT ALL OF MY DEPOSIT WILL BE FORFEITED IF THE ABOVE CONDITIONS ARE NOT MET.

**I the undersigned, agree to the foregoing terms and conditions of the ISLES OF BOCA Clubhouse rental agreement:**

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

# **ISLES OF BOCA ASSOCIATION, INC.**

## **CLUBHOUSE GUIDELINES**

The following guidelines should be observed to ensure that our Clubhouse is clean and safe for future users of this facility:

- Ensure that guests park in designated spaces.
- Do not use tape, pins, or fasteners of any kind on the doors or walls. Use the permanently installed hooks for streamers and other decoration.
- Smoking is prohibited in the Clubhouse.

### **AFTER YOUR PARTY/FUNCTION:**

- Leave the counters, sink, tables and chairs clean.
- Remove all of your decorations inside and outside the Clubhouse.
- Clean Floors. Spot clean any new stains.
- Check the walls and gently remove any new stains, if possible.
- Check to ensure that water is not left running.
- Check Couch, Conference Table with 4 Chairs, and Oval Tables with 6 Leather Chairs.
- Clean and check the Stove & Oven are in working condition but are OFF.
- Clean and check Microwave and Refrigerator are in working condition.
- Police the pool area and apron in front of the Clubhouse for soda cans, paper plates, cups, etc. left by your guests.
- Reset the thermostat at 76' and ensure that the fan is set to "AUTO" and the function is set to "COOL".
- Take your trash with you. Trashcans in the Clubhouse should be empty and clean.
- Do not put party trash in the pool trash can or leave it at the Clubhouse.
- Turn off the lights.
- Notify the Management Office in writing to request a refund of your deposit.

We hope you enjoy your function.

The Isles of Boca Association Board of Directors