

Sierra View Clubhouse Rental Agreement

This agreement is between Sierra View Association, PO Box 349, Effort, PA 18330 and

SVA Member Name:

Address:

Unit ID#

Phone #

Rental Date:

____ / ____ / ____

Start time:

End time:

Not to exceed 12 hours

Nature of Function:

Number of guests:

Not to exceed 150

1. Rental fees are as shown below: (Please check rental options requested)

Upper Clubhouse:

_____ \$200.00: Fridays, Saturdays, Sundays and Holidays

_____ \$100.00: Monday through Thursday.

12-hour rental period; must conclude by 1:00 a.m.

Lower clubhouse (recreation area)

_____ \$ 50.00: When rented in conjunction with the upper clubhouse.

Set up and clean up is inclusive in all above stated rental periods.

_____ \$ 50.00: Rental fee for additional set up time (based upon availability)

2. Occupancy shall be limited to 150 people
3. A \$ 50.00 **non-refundable** deposit and completed Rental Application must be submitted to Sierra View to confirm booking. This amount will be deposited and deducted from the rental fee when paid in full.
4. A \$ 400.00 Security Deposit and Proof of Insurance must be submitted to Sierra View at least 10 days prior to the rental date.
5. All fees must be paid by Cash, Certified Check, or Money Order.

6. Proof of liability insurance (Certificate of Insurance naming Sierra View as the certificate holder for specified rental date) must be received by Sierra View via mail or fax from the insurance provider at least 10 days prior to the rental date.
7. No rental shall exceed any 12-hour period. A rentals must conclude by 1:00 am
8. Renter shall execute a Clubhouse Rental Agreement prior to the rental and all fees and security deposits shall be paid to Sierra View before you receive keys and an alarm code.

By signing below, I agree to abide by the Terms and Conditions and the Renters Policies and Procedures of Sierra View Association, as set forth in this agreement

Signature

Date

TERMS AND CONDITIONS

SECURITY DEPOSIT

Sierra View requires a \$400.00 security deposit for all rentals, which is retained to cover any costs in the event of damage as a result of failure to adhere to Renters Policies and Procedures, as stated in this agreement. The Association shall return the unused portion of the security deposit to the member within 10 business days: subject to deduction for costs of cleanup, overtime and damages to the premises and return of the clubhouse keys.

INSURANCE

Renter must obtain liability insurance ("Certificate of Insurance" naming Sierra View Association as the Certificate Holder for the specified rental date) for all rentals, which insures against any damages to the property during the rental period. This insurance is to include liability for loss or damage to Sierra View property as well as public liability insurance. Sierra View must receive written proof of liability insurance, via mail or fax, from the insurance carrier at least 10 days prior to the rental to ensure adequate time for verification. Any renter not able to provide proof of insurance as stated above will forfeit their rental.

DISCLAIMER OF LIABILITY

The member releases Sierra View Association from any and all liability relating to the premises. The member agrees to, and shall protect and hold harmless, the Association from any and all liability for the loss from an accident resulting in bodily injury to or death to persons and for loss from an accident resulting in damage to or destruction of property.

RESTRICTION OF USE

Rental of the clubhouse is limited to Sierra View Association members in good standing, for their private function, their guests and invitees. No event should be advertised or open to the public. Admission may not be charged for any event or activity. Forfeiture of all rental fees and future rental privileges will result, if found in violation of these restrictions.

CANCELLATION POLICY

A notice of cancellation must be received at least 30 days prior to the event. Failure to notify Sierra View of cancellation will result in forfeiture of your rental fee (less the \$50.00 non-refundable rental deposit).

CLEANUP

Renter is responsible for any clean up related to the event stated in the agreement. Renter shall keep the premises clean and cause no damage during the rental period. Renter shall bear all costs for any damages. A Sierra View representative will inspect the clubhouse before and after each event to ensure there are no damages and to ensure that the premises are left in the same condition in which it was found.

LOCK UP

Renter is responsible for locking all doors, emergency gates, parking lot gate, and arming the clubhouse alarm system before leaving the premises. Failure to do so will result in additional fees, as stated in this agreement.

KEY RETURN

Keys are the property of Sierra View. Keys must be returned to the Sierra View office within 3 days following the rental date.

RENTERS POLICIES AND PROCEDURES

1. Renter must provide adult supervision throughout the rental period. Such supervising adult is responsible for the group and liable for the condition of the Clubhouse during and as a result of the rental period.
2. The Sierra View Clubhouse is a non-smoking facility. Smoking is restricted to designated areas. Such designated areas are located outside each entrance where there is an ashtray installed for this purpose.
3. Renters are allowed to provide their own table decorations. However, wall and ceiling decorations are prohibited.
4. The hours of rental are included in the signed agreement. Set up and clean up are included as part of the rented hours. If renter requires additional time, the renter must make this request prior to the date of the event. Such authorization will be subject to availability. Additional fees, as stated in this agreement, will apply.
5. The renter will only have access to the space reserved and only at the times specified in the Rental Agreement.
6. Renter is responsible for any damages to the property resulting during the rental period or as a result of the actions of guests.
7. This agreement may not be sold, assigned or transferred by the renter to any other person or organization.
8. Rental of the Sierra View Clubhouse includes use of the kitchen, which includes a range, microwave oven, ice machine, refrigerator, coolers, coffee makers, miscellaneous utensils, bowls, trays and a supply of dish rags and towels. All equipment and appliances must be used properly.
9. The renter is responsible for cleaning the kitchen. This includes washing, drying and returning all used supplies to their original location after use. All food must be removed from the refrigerator, stove, oven, microwave and countertops.
10. Tables and chairs are provided as part of the rental. It is the renter's responsibility to set up and put away the tables and chairs.
11. All trash must be removed from the building and placed in the dumpster.
12. All floors must be swept and vacuumed.
13. Renter must ensure that the interior of the Clubhouse, outside deck and stairs, parking areas and common grounds of Sierra View associated with the clubhouse, are left in the condition they were found. Renter is responsible for any costs incurred by Sierra View to return the clubhouse and its surrounding area to their original condition. Replacement of any damaged equipment will be charged at the current market value, plus tax and delivery

charges if applicable. Sierra View will not accept replacement items or equipment by members to cover the loss of damaged items or equipment.

14. Any directional signage or decorations that the renter places on the exterior of the clubhouse or on the roadways leading to the clubhouse (e.g., poles, trees, etc.) must be removed by the renter by the end of the rental period.
15. The cost to repair damages to the building will be charged to the renter at the cost of materials plus labor. In the event this occurs, the 10-day refund policy of the renter's Security Deposit is suspended; such deposit is applied toward these costs.
 - a. Any unused portion of the Security Deposit will be returned upon completion of work.
 - b. Costs that exceed the Security Deposit will be billed to the member's. Renter is required to pay these costs within 30 days of receipt of invoice. Any amount that remains unpaid beyond 30 days will be assessed late fees, and will become a lien on the renter's property.

Schedule of Additional Fees
(Withheld from Security Deposit)

Description	Fee
Failure to clean rental space by the time stated in the rental agreement.	<ul style="list-style-type: none"> • Upper clubhouse: \$150.00 • Lower clubhouse: \$ 50.00 • Plus cleaning fees and any additional fees.
Cleaning charge, if left dirty.	\$ 25.00 per hour.
Garbage left behind.	\$ 2.50 per bag.
Failure to put away tables and chairs.	\$ 25.00
Failure to arm the alarm system.	\$ 50.00
Failure to lock all exterior doors.	\$400.00
Failure to lock all exterior doors and arm the alarm system.	\$400.00