

**Summerset Condominium Association**  
**Clubhouse Rental Agreement**

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Clubhouse Renter Name: \_\_\_\_\_

Address of Unit at Summerset: \_\_\_\_\_

Are you a Unit Owner or are you renting a Unit at Summerset? \_\_\_\_\_

Email address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Party Start Time (includes set up): \_\_\_\_\_

Party End Time (includes clean up – 12:00 AM is the latest) \_\_\_\_\_

**End time of party must be accurate for us to properly schedule your post party inspection and cleaning.**

**Renter's Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

Number of guests anticipated (maximum allowed capacity is 40): \_\_\_\_\_

No cash bar events allowed. No paid admission at the door events.

Nature of Event: \_\_\_\_\_

**PLEASE NOTE: Unit Owners (or their tenants) will not be entitled to rent the clubhouse if there is an outstanding balance on their Association account.**

**Fees:** The rental fee is \$300.00. No security deposit is required. The check is to be made payable to Summerset Association and should be sent with a signed copy of this agreement. We must receive the form and check within five business days of the request, otherwise, the date will not be reserved. The unit owner that rents the clubhouse will be responsible for cleaning the room after the event and any damage done to the clubhouse.

I agree to rent certain portions of the Summerset clubhouse in accordance with this rental agreement. I (either unit owner or the renting tenant) agree to personally attend this function throughout its duration. I also agree to be responsible for the actions of all guests and for all fees assessed in accordance with this Agreement.

**Charges to the Renting Unit Owner:** Any damages or clean-up costs will be charged to the renting Unit Owner. If the renting party of the clubhouse rents a unit at Summerset, the Owner of the Unit must sign off on this section of the agreement and the last page of the agreement to acknowledge that their account will be charged for any damage or clean up their tenant causes during the clubhouse rental.

**Renters Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

**Renting Area:** Guests of the renting party will have access to the great room, kitchen, and bathrooms. The rented area does not include any other part of the clubhouse. The renting party is not to enter the loft area of the clubhouse.

**Renter's Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

**Renting Availability:** Summer holidays (Memorial Day, Fourth of July, and Labor Day) that have a weekend associated with that holiday will be unavailable for clubhouse rental. To further clarify, if Independence Day is not a Friday, Saturday, Sunday, or Monday, then the clubhouse can be rented the weekend before or after the holiday.

**Parking:** Guests are required to follow all parking regulations of the Association - which includes residents and their guests not parking on the roads. Any report of vehicles parking on the roadways or blocking access to driveways during the time of that rental will result in a \$25 charge per car.

There is no parking permitted on the roadways, lawn areas, near the entrance or mailboxes! There are only twelve parking spaces at the clubhouse. Vehicles can park on the asphalt roadway of the clubhouse. There is visitor parking available on the property or at the elementary school.

Any report of vehicles parking on the roadway or blocking access to driveways during the time of that rental will result in a \$25 charge per car.

**Renter's Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

**Unruly or Improper Behavior:** If, in the opinion of an authorized representative from the Clubhouse Committee, REI Property and Asset Management or Board of Directors, any guest engaging in unruly or improper behavior which is inappropriate or likely to cause human injury or physical damage, the renting party agrees to remove him or her from Summerset property immediately. If the renting party does not immediately

remove any unruly party when requested to do so, the entire rental will be immediately terminated, the entire group must leave immediately and there will be no refund of any kind. If necessary, assistance from the Danbury Police will be sought to enforce this paragraph – this may result in fines and/or related costs being passed along to the renting Unit Owner. The renter of the clubhouse is responsible for event attendees without regard to whether they are owners, tenants, or guests from outside the property. The renting Unit Owner of the clubhouse will be held responsible to pay all fines due to violations and any other related costs such as property damage, cleaning, etc.

**Items Not Allowed:** Please note, the following items are not allowed to be brought to the clubhouse; pets, bouncy houses, trampolines, grills, confetti, rice, any open flame device (except birthday candles on cakes).

**Payment of Fees:** If the rental fee is not received by the specified date, this rental agreement is invalid. The total of any fines or other charges is due and payable to the Summerset Association within five days of receiving the bill. If these fines or other charges are not paid within five days of written request, then Summerset Association may pursue by any legal recourse necessary to recover said fees and the renting Unit Owner agrees to pay all expenses of recovery including legal fees, court costs and reasonable attorney's fees.

**Noise Abatement:** Summerset is a residential community with owners living near the clubhouse. The renting group is required to keep its noise at a reasonable level. The event must be contained within the interior of the clubhouse and all doors must be kept shut to keep noise level down for those living near the clubhouse and to keep heated or cooled air in the building. Violations of this rule will result in a \$200 (minimum) fine.

**Renter's Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

**Clean Up:** The renting Unit Owner is required to remove all items, especially alcohol, brought to the clubhouse upon leaving. Any items left will be removed and disposed of and the renting Unit Owner will be charged for the above said services. The kitchen is equipped with a stove, refrigerator, microwave, and dishwasher. Please make sure they are cleaned after use. Spills must be cleaned up promptly to avoid damage to the floor.

**Renter's Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

**Balloon Charge:** If you have helium balloons, please make sure they are tied up so you can remove them at the end of your function. **Please note that you will be responsible to pay a fee of \$75.00 (at a minimum) to have balloons removed if required. Depending on circumstances, additional charges may be imposed.**

**Renter's Initials:** \_\_\_\_\_

**Unit Owners Initials:** \_\_\_\_\_

**Cancellation:** The renting Unit Owner may cancel this Agreement any time prior to two weeks before the rental date by delivering written notice of cancellation to REI Property and Asset Management. If a reservation is made within two weeks of the rental date, the rental fee will be non-refundable.

## **Summerset Clubhouse**

### **Rules & Regulations**

1) The clubhouse is available for the recreation of all residents, Board functions, as well as private use of residents for social and/or recreational purposes. The clubhouse shall remain locked at all times and reservations will be arranged through the Clubhouse Committee or REI Property and Asset Management. To obtain access to the clubhouse, the user will be required to sign this agreement that shall include the following:

- a) Private use of the clubhouse will be at a rate established by the Board, per event plus a security deposit. Any cost incurred by the Association for clean-up, or repair of any damage will be withheld from the deposit. Any costs that exceed the security deposit will be charged to the unit owner. The clubhouse will be inspected before and after each use.
- b) All users will be responsible for leaving the clubhouse the way it was found upon entering.
- c) Examples include:

Immediately removing all refuse, bathroom refuse included, and either transporting it back to your home for disposal.

Wipe down all counters and sink in kitchen if used, and remove all food & beverages from the refrigerator and freezer, if used.

User will need to supply his/her own paper towels, garbage bag and cleaning supplies.

All lights are to be turned off at the end of the event.

- 2) No alcoholic beverages are allowed to be served to minors at any function. Alcoholic beverages will not be served to any intoxicated person. The renting Unit Owner will assume all responsibility for serving liquor in the facility.
- 3) There is an 11:30 PM curfew at all functions. The clubhouse is to be cleaned and locked up by 12:00 AM.
- 4) Nothing may be used to attach decorations to any part of the clubhouse – interior or exterior (i.e., tacks, staples, pushpins, or tape). Any clean-up costs or damage repairs will be billed back to the renting party.

*Once the agreement has been signed and payment has been received, REI will contact the owner the week of their rental. There is a programmable electronic deadbolt on the front door. You will be provided a unique code for the lock. When you leave, push the "lock button" on the touch pad.*

**Signed:**

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**(By the Unit Owner)**

**Date:** \_\_\_\_\_

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**(By the tenant if applicable)**

**Date:** \_\_\_\_\_

**PLEASE RETURN RENTAL AGREEMENT AND RENTAL FEE TO:**

REI Property and Asset Management  
2A Ives Street  
Danbury, CT 06810

***Your cooperation in keeping the clubhouse in good condition is appreciated.***