

Lake Sawyer Community Club 2013 Clubhouse Rental Agreement

Mailing Address - Lake Sawyer Community Club P0 Box 191, Black Diamond, WA 98010
Physical Address: 29006 216th Ave. SE Black Diamond, WA 98010

This Agreement between Lake Sawyer Community Club (LSCC) and _____, establishes the conditions and requirements for rental of the clubhouse.

At the time this agreement is signed and returned to the LSCC clubhouse manager, the renter will be required to pay 50% of the total fee inclusive of the damage deposit to secure the event date. Full payment is required 14 business days prior to the scheduled event. If booking date is less than two weeks (14 business days) prior to the desired usage date payment in full must be in the form of a cashiers check (no personal checks will be accepted).

If renter cancels their reservation at least 30 days in advance, they will be refunded their deposit. Cancellations between 7 and 30 days before the event will be entitled to a refund of their deposit less \$50. Cancellation 7 days or less will result in a cancellation fee of \$250.

The renter assumes full responsibility and liability for any damages to the clubhouse or surrounding property, which is the result of actions of the resident or their guests during the term of this agreement.

The renter further agrees to clean the premises and restore all the rooms and areas to a condition deemed satisfactory by the designated Clubhouse manager or appointed board member. A cleaning checklist will be provided to the renter prior to their event/function. All keys must be returned to the Clubhouse manager at the end of the rental period. The clubhouse must be returned to a condition equal to the condition in which it was received at the time agreed to above. The clubhouse manager will complete an inspection following the event; if additional cleaning services are required a fee of \$60 per hour will be accessed and deducted from the damage/cleaning fee. Unused fee will be refunded no later than 30 days after the use date. Any repairs not covered by the deposit will be billed to the renter. LSCC reserves the right to collect the money for repairs to the fullest extent possible.

State regulations require a banquet permit for the service of alcohol. Information on this permit is available at http://www.liq.wa.gov/publications/Cib2_special_occasion_brochure.pdf. Additionally, WAC 314-18-070-Responsibilities of permittee, states the following:

- (1) No banquet permittee or employee thereof, may knowingly permit the service to or consumption of liquor by any person under the age of twenty-one years who is present at the event for which a banquet permit has been issued.
- (2) No banquet permittee, or employee thereof, may knowingly permit any disorderly conduct to occur or serve or permit the consumption of liquor by an apparently intoxicated person(s) on the premises for which a banquet permit has been issued.
- (3) The banquet permit shall be posted in a conspicuous place at the premises for which the permit was issued during all times the permit is in use.

Permits are \$10, please contact the State of Washington for additional information. **By mail:** Rules Coordinator, Liquor Control Board, PO Box 43080, Olympia, WA 98504-3080 **By e-mail:** rules@liq.wa.gov **By fax:** (360) 704-4920 You can also see this web link: <http://www.liq.wa.gov/publications/CIB2-Banquet-Permit-10-08.pdf>

Underage guests? Underage drinking is strictly prohibited.

If we suspect a problem, the Black Diamond Police will be phoned to assess the situation. This could result in the immediate end to your event. No refunds are available if this occurs during your rental, forfeiture of damage deposit will result, and cleaning expenses will be billed to the applicant whose signature(s) appears on rental application.

This agreement, made this date ____/____/____ between Lake Sawyer Community Club (LSCC) and _____ hereinafter described as the renter, establishes that said renter does hereby hire the LSCC hall for the purpose of _____ - Rental begins on ____/____/____ 9:00 am and ends on ____/____/____ 12:00 pm (noon).

The tenant agrees to the following conditions:

- 1) Rental fee \$_____ - Damage/cleaning fee \$_____
- 2) The legal number of persons allowed in the clubhouse at any one time is 155.
- 3) Tenant shall be given a list of responsibilities/requirements to be completed before leaving the clubhouse. Completed cleaning checklist should be returned with key(s) to clubhouse manager following your event. (See attached cleaning checklist).
- 4) Renter will remove all garbage and personal property from the premises at the end of rental period.
- 5) The LSCC facility is a non-smoking facility. Smoking outside of the facility is allowed 25 ft. from the building and it is imperative that smoking debris be discarded in provided/approved container.
- 6) Do not use nails in walls. Spills on clubhouse floors will be cleaned by the renter immediately, both for safety and for preservation of the floors.

Hold Harmless and Indemnification

The tenant hereby releases and shall hold harmless and indemnify the Lake Sawyer Community Club inclusive of; members, officers, management, affiliates and related entities thereof for all claims, attorneys fees, and other costs or liabilities incurred by or asserted against any of the foregoing as a result of use of the Lake Sawyer Community Clubhouse and its facilities. The LSCC and its management will not be held responsible for any loss or damage to any personal property of any kind.

Renter _____ **Address** _____ **#** _____

City _____ **State** _____ **Zipcode** _____

Phone _____ **Email** _____

Date _____

Rental Manager _____

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Lake Sawyer Community Club Clubhouse Rental Deposit Refund Information

The following is the information that the Treasurer will use to refund the Damage/Cleaning fee, per the conditions on pages 1 and 2 of this agreement.

After authorization by the Clubhouse Manager, the Damage/Cleaning fee refund check is to be made out to, and mailed to the following:

Name _____

Address _____

City _____

State _____

Zipcode _____

Phone _____

Email _____