

Event Date: _____

Lake Sawyer Community Club 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 made this date ____/____/____ between Lake Sawyer Community Club (LSCC) and _____, hereinafter described as the renter, establishes the conditions and requirements for rental of the clubhouse for the purpose of _____ that begins on ____/____/____ at 9:00 am and ends on ____/____/____ at 12:00 pm (noon).

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 including 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 event date payment in full must be in the form of a cashier's check or cash (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 renter and/or their guests during the term of this agreement.

The renter further agrees to clean the premises and restore all the rooms to a condition equal to the condition it was received at time agreed above. A Cleaning Checklist will be provided to the renter prior to their event/function. Clubhouse key must be returned to the Clubhouse manager at the end of the rental period. The Clubhouse Manager will complete an inspection following the event; if additional cleaning services are required a fee of \$60 per hour will be deducted from the damage/cleaning fee. Unused fee will be refunded no later than 30 days after the use date but checks are generally issued on the 5th and 20th of each month. 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.

Event Date: _____

The tenant agrees to the following conditions:

- 1) Rental fee \$ _____ - Damage/cleaning fee \$ _____
- 2) The number of persons allowed in the clubhouse at any one time is 97.
- 3) Tenant shall be given a Cleaning Checklist to be completed before leaving the clubhouse. Completed Cleaning Checklist should be returned with key(s) to Clubhouse Manager following your event.
- 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 feet from the building and it is imperative that smoking debris be discarded appropriately.
- 6) Do not...
 - Use nails in walls.
 - Put coolers or decorative beverage buckets on the main floor. Spills on clubhouse floors will be cleaned by the renter immediately, both for safety and for preservation of the floors.
 - Use loose glitter or bales of hay for decorating.
 - Set up bouncy houses, mechanical bulls, or similar items in or outside of Clubhouse.
 - Use candles for decorations (birthday candles okay).
- 7) Per Fire Department, no “deep frying” allowed in the building.

Hold Harmless and Indemnification

The renter hereby releases and shall hold harmless and indemnify the Lake Sawyer Community Club including; members, officers, management, affiliates and related entities thereof for all claims, attorney’s 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 Signature _____ **Date** _____

Name _____

Address _____ **#** _____

City _____ **State** _____ **Zip code** _____

Phone _____ **Email** _____

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 _____

Optional Rentals

If you would like to use any of the following provided by the Clubhouse, check the boxes and add rental amount to your check.

- Chafing dishes (\$15)
- Podium stand (\$5)
- Microphone, receiver & speakers (\$10)