

RELEASE OF LIABILITY AND ACCEPTANCE OF CONDITIONS

I agree to abide by all of the rules and conditions for use of the King's Country Clubhouse. I accept responsibility for the persons attending the function at the Clubhouse and will make restitution for any and all damage that may occur. I release the King's Country Property Owners Association and its Board of Directors from any and all liability while on the King's Country Property Owners Association property and premises.

Event: _____

Date: _____

Hours: _____

Responsible Party: _____
(Print Name)

Signature: _____

Address: _____

Phone Number: _____

Email: _____

Space Leased: Clubroom/Kitchen
 Community Room
 Entire Building

Rental Fee: _____ Paid: _____ Check #: _____

Deposit Amt: _____ Paid: _____ Check #: _____

FOR OFFICE USE ONLY:

- Space clean
- Trash removed
- Damage Yes No If Yes: _____
- Deposit returned on _____ Deposit check shredded on _____
- Key # _____ Key returned Yes No

**GUIDELINES
FOR USE OF
KING'S COUNTRY CLUBHOUSE**

King's Country Property Owners shall have approved use of the Clubhouse at no charge during normal business hours. There will be a \$25 fee and \$100 deposit required for approved use of the Clubhouse after normal business hours. According to the terms of the King's Country Property Owners Association Bylaws, property owners must be in good standing in order to use any King's Country facilities.

1. Usage of Clubhouse is subject to the following conditions:
 - The Clubhouse is available for groups planning to use it on a regular basis such as game/card clubs, reading clubs, exercise classes, etc. Please notify the Property Manager and these dates will be noted on the calendar. Every effort will be made to accommodate everyone who wishes to use the Clubhouse.
 - The Clubhouse is also available for any special activity such as family parties and events, receptions, etc. At the time reservations are made, property owners will submit the Clubhouse Rental Release of Liability form to Property Manager along with the \$25 fee. A separate \$100 deposit will also be required - the deposit check will be returned to the property owner the following business day as long as the following items are complete:
 - The areas used must be completely cleaned including vacuuming
 - All decorations and items will be removed
 - All trash must be removed from the Clubhouse
 - The key must be returned to the office

Any damage to the Clubhouse by the group in excess of the \$100 deposit would be the responsibility of the person reserving the Clubhouse.

- All of the above conditions will also apply to the Community/Fitness Room with the exception that the person renting this area will also pay a \$100 fee for set up of the room if required.
2. Outside groups and individuals, not King's Country property owners, may also rent the Clubhouse. King's Country property owners who wish to use the facilities for commercial business purposes may also rent the facilities with the following conditions:
 - Outside groups and individuals will be limited to two (2) rentals per month.
 - Reservations for renting the Clubhouse will be made by a responsible member of the group with the Property Manager. At the time reservations are made, rent payment will be collected. Rent payment will be :
 - Clubhouse\$100
 - Community Room\$200
 - All\$300
 - Deposit\$100
 - Setup/Take Down\$100 *Will be charged as required.*

- Upon completion of the use of the Clubhouse, each party shall:
 - Clean up the areas used, including the kitchen area and including vacuuming
 - Remove all items and decorations
 - Remove all trash from the premises
 - Return key as instructed
- If the above requirements are met, the \$100 deposit will be returned. Any damage to the Clubhouse in excess of the \$100 deposit will be the responsibility of the person making the reservations. A Release of Liability form will also be signed by the person making the reservations releasing King's Country from any liability by the group and their actions.

GENERAL RULES GOVERNING THE USE OF THE CLUBHOUSE AND COMMUNITY ROOM

- Any person wishing to use the Clubhouse or Community Room at a time when the Clubhouse or Community Room is not normally open will get a key from the Property Manager. The key will be returned to the Property Manager within 24 hours of the event.
 Note: A \$5 a day fine will be assessed for keys returned beyond that period.
- The Property Manager must approve any planned decorations, prior to any installation.
- No smoking is allowed in the Clubhouse or Community Room.
- Children must be supervised at all times.
- No event in the Clubhouse or Community Room will extend past 11:00 p.m.
- Any group using the Clubhouse and/or the Community Room will be responsible for removing any items, including food, brought into the Clubhouse and/or the Community Room for the event.
- No more than 100 persons will be allowed in the Clubhouse at any one time. No more than 150 persons will be allowed in the Community Room at any one time.
- A Release of Liability Form must be signed by the person making the reservations releasing King's Country from any liability of the group and their actions.
- The Property Manager will have the final decision regarding any reservations or any conflict in the interpretation of these rules.