

HERITAGE VILLAGE CLUBHOUSE

RENTER'S RULES

Clubhouse rental will be made to residents only, and the resident must be present at the Heritage Village Clubhouse for the duration of the rental period.

Rental period is from 9:00 a.m. to 12:00 midnight. The Clubhouse must be securely locked no later than 12:00 midnight.

1. The application, with a check, made payable to the Heritage Village Master Association (HVMCA) for the amount of the rental fee, must be turned into the office prior to the rental date. The Clubhouse rental date is NOT secured until a check for the security/cleaning deposit has been submitted. The renter understands, acknowledges, and will comply with the rules and procedures governing the use of the Clubhouse.

The Clubhouse key can be picked up on the weekday before the event (Monday through Friday). The key is to be returned at checkout which is the next workday following the event.

The clubhouse has a maximum capacity of 49 people.

No nails, staples, tack or adhesives (including various kinds of tapes) will be allowed on the walls or wooden posts in the Clubhouse.

The use of the Clubhouse is limited to the DOWNSTAIRS ONLY. The fireplace is for atmosphere only. Fires are prohibited.

The pool, spa and adjacent areas are not included in the rental of the Clubhouse, and will be off limits for the Clubhouse rental functions.

Use of a barbecue grill must be pre-approved by the HVMCA management, and may only be used in a designated area.

Use of the clubhouse for expos, craft shows and other events not relating to social functions is no longer an accepted use for the Clubhouse. A fine will be given to the responsible party not abiding by this rule and may have their privileges taken away.

The renter is responsible for shutting off utilities (stove, lights, oven, fans, etc.) and securing the Clubhouse (locking doors and windows) at termination of the Clubhouse rental period.

Cleanup and removal of trash from the Clubhouse is to be completed as soon as possible following the rental activity. The renter is responsible for cleaning the clubhouse, which includes **hauling trash away from the Clubhouse. Trash must be properly disposed of offsite from the Clubhouse Property.** Floors/Countertops to be cleaned. Mopped or swept, whatever is necessary to be left clean. All furniture (including plants) will be returned to its original state and location before leaving the Clubhouse. Any other exceptions will constitute a fee deductible from the security/cleaning deposit.

Guests are encouraged to park at the Heritage Hotel as there is NO STREET PARKING allowed anywhere within Heritage Village.