

ELM GROVE VILLAGE COMMUNITY ASSOCIATION
Community Center Rental Agreement

1. I enter this agreement for the purpose of renting the Elm Grove Community Center for the following time and date (“Rental Period”):

Date(s) of Rental: _____ Time of Rental: _____

I understand that the rental period shall not extend beyond 12:00 midnight, and is limited to 6 hours.

2. In consideration for the temporary use of the Community Center, I agree to be fully responsible for the care and condition of the facility, as well as any activities and events that occur during the Rental Period.

I agree to be responsible for any damages to the Community Center and its grounds and to pay for any necessary repair or replacement of property resulting from such damages.

I agree to indemnify and hold harmless the Elm Grove Village Community Association, Inc., its Board Members, and all parties associated with the Association, from any liability or claim for liability or damages, from the use of the Community Center or any activity or event that occurs at the Community Center during the Rental Period. This indemnity extends to claims by myself, any of my guests, or any other person or entity, whether for personal injury or property damage.

3. I agree and understand that it is a material requirement of this Agreement, that **NO ALCOHOLIC BEVERAGES** be served, consumed or possessed at the Community Center during the rental period. Should alcohol be found in the Community Center or on the Community Center premises during the rental period, all rights to use or occupy the Community Center under this agreement are forfeit. I also understand that this is a **NO SMOKING** facility. I further acknowledge that any such usage in the facility or on the grounds will likely result in damages to the Community Center for which I shall be responsible.

4. I agree that I **will not use tape or thumbtacks** to post signs or place decorations in the Community Center and that **balloons must be secured so that they cannot float to the ceiling and come into contact with the ceiling fans. All tables will be covered** to protect them during my use of the Community Center.

5. I agree to clean and secure (lock) the Community Center and grounds after my rental period. A code for access to the clubhouse will be provided before the rental. The code will only allow access to the clubhouse during the scheduled time. I agree that should I fail to sufficiently clean or cause to have cleaned the Community Center or grounds after my rental period, the Association may apply my deposit towards such cleaning, and I agree to pay any additional amounts necessary, if any, for the cleaning service used to clean up after my use. I further agree that no red cake, red punch, red paper, strawberry ice cream or any other food/drink that may stain is permitted. The floors will be sufficiently cleaned. All chairs will be cleaned and returned to the storage room. All trash will be taken off property to be disposed of and I (we) shall place new liners in all trash cans.

Elm Grove Village Community Association, Inc.
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kingwood@sterlingasi.com (E-Mail) * www.elmgrovekingwood.com (Website)

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6. I shall notify the Association of any and all damages that exist with respect to the Community Center prior to or at the time of my taking possession pursuant to this Agreement. I further agree that should I fail to do so, the Community Center shall be deemed to be without damage and all systems, utilities and appliances shall be deemed to be in working order.
7. All lights and fans will be turned off after the use of the Community Center and all doors will be secured prior to leaving.
8. Pool usage during my rental of the Community Center is not permitted unless PRIOR arrangements have been made with Kingwood Community Pool Co., 713-256-3810 No swimsuits may be worn inside the Community Center and no moonwalks are allowed in/on the property.
9. Fees:
Elm Grove Residents: All Residents must be current on their assessments \$150.00 deposit (Returned the Thursday after the rental, once the room is checked for cleanliness.)
\$125.00 usage fee per room per 6 hours

Non-Elm Grove Residents:
\$250.00 deposit (Returned the Thursday after the rental, once the room is checked for cleanliness.)
\$500.00 usage fee per room per 6 hours

PAYMENT: The rental and deposit must be made payable to Elm Grove Village Community Association by personal check or certified funds (Money Order or Cashier's check) prior to the date of the rental. The payment of the deposit and rental amounts must be made in separate instruments. If a check is returned to the association for any reason a \$35.00 NSF fee will be assessed in addition to other charges.
10. I agree that should the Association become aware that this agreement has been or is being violated or that any damage has occurred to the Community Center during the Rental Period, I immediately forfeit all rights under this agreement and the Association may have all persons removed from the Community Center. In such event, I agree to waive any right to a refund of any portion of my rental payment, or to the return of my deposit.

RESPONSIBLE PARTY: _____ PHONE: _____

ADDRESS: _____ DATE: _____

EMAIL: _____