



**The Villas at Blackberry Run  
Clubhouse Use and Care Agreement**

Date \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Clubhouse Reservation Date \_\_\_\_\_

Time Reserved From \_\_\_\_\_ to \_\_\_\_\_

Function \_\_\_\_\_

Grill to be used Yes No

Approximate number of people expected to attend \_\_\_\_\_

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***I am requesting the private use of the Clubhouse with the understanding of and agreement to the following policies, guidelines, and expectations:***

1. I will be hosting and responsible for the function.
2. I assume all responsibility for the actions and behaviors of all persons present at, or in relation to, the requested function and agree to be personally responsible for causing such persons to comply with the Association's Bylaws, Rules and Regulations.
3. All guests will utilize parking lot first with overflow along **one** side of Shoal Creek Way.
4. Reservations are made with All-In-One Community Management at [www.allinonemgmt.com](http://www.allinonemgmt.com).
5. **Completion of this form and a \$200 refundable deposit is required at the time reservation is made. The deposit check is payable to The Villas at Blackberry Run HOA.** In the case of multiple reservations at one time, a separate deposit check is required for each reservation. Please mail the \$200 deposit check to All-In-One Management at 5200 Dallas Hwy, Suite 200 #266, Powder Springs, GA 30127. After the event, a thorough check will be made of the Clubhouse by a member of the *Clubhouse Committee*. The deposit will be shredded if there is no damage to the Clubhouse and it has been properly maintained. Deposit checks will not be deposited unless the Clubhouse requires a repair.
6. **A usage fee of \$75.00 is due at the time the reservation is made. This is separate from the deposit and payable to The Villas at Blackberry Run HOA.** An additional \$20.00 is due if the

grill will be used during the event. Please mail the deposit and \$75 usage fee to All-In-One Management at 5200 Dallas Hwy, Suite 200 #266, Powder Springs, GA 30127.

7. I agree to pay the Association for any repair cost for damages resulting from my use of the Clubhouse. I agree to pay in full all fees and expenses incurred by the Association within 10 (ten) days of receipt of a written explanation and invoice from the Association for such repairs.
8. I agree to furnish all materials, products or foods needed for a private event. This includes, but is not limited to paper products, food, beverages, decorations, etc.
9. No taping, stapling, tacking or attaching anything in any manner to walls, ceilings, beams, columns, windows, doors, furniture, décor, floors appliances, or lighting.
10. No lighted candles except on cakes.
11. No smoking inside the clubhouse.
12. The lights, TVs, fans, appliances, fireplace, and fitness equipment are to be turned off prior to departure.
13. All doors and windows must be securely locked when leaving. Any damages as a result of an unlocked door or window will be the responsibility of the homeowner responsible for the event.
14. All food and trash is to be removed from the Clubhouse after the event. Trash should be in closed garbage bags and placed in the outdoor trash receptacles. If you have more trash than the receptacles hold, you must take the excess with you.
15. All obvious food crumbs or spills on tables, chairs, countertops, floors, deck, porch etc. should be cleaned up after the event. The cleaning crew is scheduled for the first business day after events and we need to prevent the possibility of bugs.
16. The security alarm is to be set upon departure from the clubhouse. (Not operable at this time.)
17. Prior to leaving the Clubhouse, return the setting on both thermostats to 78 degrees for air conditioning and 60 degrees for heating by pushing the "run" button. Do not ever change the fan setting from the "auto" setting.
18. If any part of the Clubhouse is found to need attention, a member of the Social and Clubhouse Committee needs be informed immediately for proper repairs or replacement.
19. I agree not to share the door security code or the security alarm code for the Clubhouse with any other person.
20. Supplies left in the Clubhouse from neighborhood wide or HOA sponsored events are not to be used for private activities.
21. Cancellation of a reservation should happen with a minimum of 3 days notice.
22. To reserve the clubhouse, all HOA dues and other fees must be current and paid in full.
23. If my usage of the clubhouse violates the Associations' By-Laws, Rules and Regulations, or any Federal, State or Local law/ordinance, my right to use the facility will be permanently terminated.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

The address of the Clubhouse is  
31 Shoal Creek Way, Dallas, Georgia 30132

Addendum to the Villas at Blackberry Run Clubhouse Use and Care Agreement:

1. If gas grill is used, then renter must provide their own propane tank. The tank at the Clubhouse belongs to the Villas' Association.
2. If the clubhouse is deemed to need a professional cleaning after the event, the cost of the clubhouse cleaning will be deducted from the \$200 refundable deposit.
3. Please change thermostats to 80 degrees for air conditioning and 60 degrees for heat.
4. Facility is to be closed by 10 pm on the day of the event.
5. Due to Covid 19, all mandated orders by the Governor or local government must be followed on date of rental. The Villas HOA has the right to cancel a rental reservation at any time due to a Covid-19 order. Your rental fee would be returned at that time.
6. It is the responsibility of the renter to make sure no one becomes impaired due to alcohol. The selling of alcohol is strictly prohibited. *The Association does not assume liability in any form, implied or otherwise, that may result of said alcohol consumption.* Renter agrees that no alcoholic beverage will be served to anyone under the age of twenty-one (21) years of age. Renter will instruct guests to leave in a safe and responsible manner. If the Association determines or observes intoxicated guests or minors being served alcohol, the Association reserves the right to terminate the function.
7. The security alarm is to be set upon departure from the clubhouse.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_