



AGREEMENT FOR USE OF THE VILLAS AT DOWNING CREEK CONDOMINIUM ASSOCIATION CLUBHOUSE

Today's Date: _____

The Villas at Downing Creek Condominium Association grants exclusive use of the

Clubhouse to: _____ on _____
Resident Date

For the purpose of _____ and no other use, subject to the following:

Number attending _____ (50 or fewer) Hours in use _____ (no later than midnight)

To reserve the Clubhouse for a private event 2 checks will be required:

1. **Non-refundable Villas Clubhouse Use fee: \$50.00 payable to the Villas at Downing Creek COA**
2. **Refundable Security Deposit: \$150.00**

This amount will be refunded after the final walk through/inspection, provided the Clubhouse has been restored to its original condition after your event. If the Clubhouse requires cleaning or any other maintenance or repair as a result of your use, the \$150 check will be retained and deposited to cover those expenses. Additionally, other expenses may be specifically assessed against you. (See page 3 Attachment to the Use Agreement, Section 9, paragraph i.

Clubhouse use includes **only the upstairs level and outside porch area**. Not included is the lower level which includes the exercise room, media room and library. The use of the outside grill is also not permitted.

The Resident Agrees:

- To be present at all times during the scheduled event and to neither assign, transfer nor sublet any part of the premises.
- To take full responsibility for the conduct of those present.
- If the reservation is for the use of persons under age twenty-one, the Use Permit must be signed by a parent who is an owner-resident or renter-resident, and one or both parents must be present at all times during the event.
- To provide, at your personal expense, proper and suitable equipment for the specified use of the Clubhouse. Users must furnish their own equipment and supplies; i.e. silverware, plates, cups and glasses. Use of coffee pots is permitted.
- To use no equipment that could damage the building and to affix no attachments that would cause residual damage to floors, walls or ceilings.
- To make a thorough inspection/walk through of the Clubhouse in the company of a Clubhouse Committee member or Management company representative, both at the time when possession is obtained and when it is relinquished. If any damage to the facility has been incurred, the resident must pay for the necessary repairs or replacements.
- To restore the Clubhouse to the order and the condition in which it was received by 10:00 a.m. on the following day of the event or earlier, or if necessary, before the next scheduled event. You are responsible for making arrangements with **Rita Huber @ 404-295-9292** to do both the pre and post event walk through/inspection at a time that is agreeable to both parties. (**See Event Cleanup Checklist**)
- No Smoking is permitted in the Clubhouse.
- Pets are not permitted in the Clubhouse at any time; the exception would be a Seeing Eye dog of a legally blind handler.
- Use only the designated guest parking places in front of the Clubhouse. Parking along the curbs or on the grass is prohibited. Overflow cars must use the guest parking spaces in the front of our community or next to the mailboxes.

Liability Statement:

Please refer to the following **Attachment: Reference list** of The Villas of Downing Creek Condominium Association governing documents that provide certain rights and restriction for the use of its Common Elements (**the Clubhouse**). This attachment **shall be considered part of the terms and conditions of the Agreement for the Use of the Villas at Downing Creek Association Clubhouse.**

By signing this Agreement the Villas Resident agrees to abide by the rules set forth.

Resident-Owner: _____ Address: _____ Phone: _____
Signature required

Villas Clubhouse Use fee collected:	\$ 50.00	Date: _____	By: _____
Security Deposit <i>collected</i> :	\$150.00	Date: _____	By: _____
Security Deposit <i>refunded</i> :	\$ _____		

Date: _____ By: _____

Use permit issued by: _____
Authorized Villas Volunteer

ATTACHMENT TO

Agreement for Use of the Villas at Downing Creek Condominium Association Clubhouse

This **Reference list** of The Villas of Downing Creek Condominium Association governing documents that provide certain rights and restriction for the use of its Common Elements (the Clubhouse) **shall be considered part of the terms and conditions of the Agreement for the Use of the Villas at Downing Creek Association Clubhouse.**

Declarations:

9. ASSOCIATION RIGHTS AND RESTRICTIONS PAGE 6.

In addition to and not in limitation of all other rights it may have, the Association, acting through its Board of Directors, shall have the right and authority:

b. to make and enforce reasonable rules and regulations governing the use of the condo, including the Units, Limited Common Elements and Common Elements (Clubhouse).

c. to enforce use restriction . . . by the imposition of reasonable monetary fines and suspension of use and voting privileges as provided in Section 44-3-76 of the Act.

i. to collect security deposits in reasonable amounts, as determined by the Board of Directors in its sole discretion, to protect against any damage to the Condominium Common Element (Clubhouse). Cost for repair of such damage may be deductible from the security deposit and any additional expenses may be specifically assessed against the Unit.

14. USE RESTRICTIONS PAGE 17.

Each Owner of a Unit shall be responsible for ensuring that the Owners family, guest, tenants and occupants comply with all provision of the Condominium Instruments and the rules and regulation of the Association

d. Use of Common Elements Including Amenities page 18.

With prior written Board approval, and subject to any restrictions imposed by the Board, an Owner my reserve portions of the Common Elements (top floor of the Clubhouse), for use for a period of time as set by the Board (see Agreement for use of the Clubhouse). Any such owner who reserves a portion of the Common Elements as provided herein shall assume, on behalf of himself or herself and his or her guests, Occupants and family, all risks associated with the use of the Common Elements and all liability for any damage or injury to any person or thing as a result of such use. The Association shall not be liable for any damage or injury resulting from such use unless such damage or injury is caused solely by the willful acts or gross negligence of the Association, its agents or employees.

f. Prohibition of Damage, Nuisance and Noise: page 19.

In addition, no Owner or Occupant of a Unit may use or allow the use of a Unit or the Common Elements (Clubhouse) in any manner which creates disturbing noises, including, without limitation, use of stereo speakers or equipment that will in the sole discretion of the Board of Directors interfere with the right, comfort or convenience of the other Owners or Occupants.



EVENT CLEANUP CHECKLIST FOR THE CLUBHOUSE

- Clean all table tops, chairs, bar top, kitchen counter tops, kitchen sink, restroom sink and mirror.
- Clean crumbs, etc off the couches and chair cushions, check under cushions.
- Run the sweeper on all carpeting. (Sweeper is located in the coat closet).
- Sweep and mop (if needed) hardwood floors. (Broom, Mr. Clean mop and pads are located in the kitchen pantry in the cleaning supplies container).
- Relocate the furniture in the lounge area and bar to its original placement.
- Return folding chairs/tables to coat closet
- Remove all trash/garbage, including in the restroom. Put new trash bags in kitchen can and restroom if needed. Place trash bags in the trash receptacle which is located outside the building below the kitchen window. (Trash bags are located in the kitchen pantry).
- If the kitchen facilities are used, clean the range surface, oven, microwave unit, refrigerator interior and exterior, countertops, sink and floors. **Do not leave food in the refrigerator.**
- Turn off all the lights before you leave the Clubhouse, including the restroom and ceiling fans.
- Lock all doors and windows before leaving the Clubhouse.
- Please remove any decorations or signs, inside and outside. i.e. balloons etc.
- Return the thermostat control to the prescribed temperature (**62 degrees in the winter and 80 degrees in the summer**).

Users must furnish their own equipment and supplies; i.e. silverware, plates, cups and glasses. Use of coffee pots is permitted.

Cleaning Supplies are located in the kitchen pantry (front door key opens pantry) and under the kitchen sink. If you use the kitchen towels, take them home, wash them and return them to the Activity Center.

In consideration of other residents, please refrain from playing loud music after 11:00 p.m.

Clean-up/final inspection must be completed before 10:00 a.m. on the following day of your event or earlier if necessary, before the next scheduled event. Make arrangements with Rita Huber @ 404-295-9292 to schedule this.

Thank you, ENJOY!