



FACILITIES USE AGREEMENT
Sandy Point Heights Clubhouse Rental

Function _____ Date of Event _____
Event Hours _____ till _____ Guest Attending _____ (Capacity 96)

Type of Event _____

Any special equipment being rented with Clubhouse: (list) _____

Clubhouse rental charge is \$50.00 with a \$150.00 security deposit (refundable within fourteen (14) days after the rental date). Payment of rental fee and security deposit must be made to hold and confirm function date and time.

Rental Provisions:

- 1) Any S.P.I.C. Class A Shareholder (whose assessments are paid current), may rent the clubhouse for their own use, private parties they are hosting, or for a group or association of which they are members and will be in attendance.
- 2) The S.P.I.C. Board of Directors may approve (by a majority consensus) if rental fees and security deposits will be paid or waived for classes and events which, at their discretion, are of value to the majority of the Class A shareholders.
- 3) Priority for the use of the clubhouse shall be as follows:
 - a. Official and Social activities of the community.
 - b. Activities sponsored by S.P.I.C. Class A shareholders.
 - c. Other activities supported by the S.P.I.C. Events Committee.
- 4) In all cases the "Facilities Use Agreement" form with the user's signature shall be completed. Official S.P.I.C. meetings are exempt from this provision.
- 5) Supplies (including, but not limited to, utensils, paper products, etc.), belonging to S.P.I.C. are not available for use by the clubhouse renter or caterer. S.P.I.C. does offer, for rent, kitchen items such as coffee urns and chafing dishes. Please ask at the office for details. Clubhouse renters are responsible for notifying hired caterers of these and other items, including the limitation of the kitchen and S.P.I.C. owned equipment. Setup and cleanup is also the clubhouse renter's responsibility and the clubhouse renter will be charged for repairs, missing or damaged clubhouse items and cleanup costs that exceed the security deposit. S.P.I.C. is not responsible for any clubhouse renter or clubhouse renter sponsored organization's items lost or left on the premises.



SANDY POINT
IMPROVEMENT COMPANY

FACILITIES USE AGREEMENT (Continued)

- 6) The clubhouse renter will be given instruction by the office on the use and operation of the lights, heaters, the elevator and cleaning equipment. Smoking is not allowed in the clubhouse or elevator. All outside doors are to remain unlocked while the clubhouse is occupied. The use of glitter or candles (except flameless candles), is not allowed. All functions shall be concluded no later than 1:00 AM. Violation of these rules will result in the forfeiture of the security deposit and the renter or renter’s group will not be allowed to use the clubhouse again.
- 7) Clubhouse renters are required to remove all trash, refuse and garbage. The office will provide information regarding scheduled clean-up and disposal of refuse, including fee information should the renter want S.P.I.C. personnel to do the cleaning.
- 8) Rental fees and security deposits will be in accordance with the fees as approved by the S.P.I.C. Board of Directors. Security deposits are refundable upon approval of the office manager.
- 9) The loaning of tables outside of S.P.I.C. is prohibited.
- 10) Maximum clubhouse occupancy is: 96.
- 11) Exceptions to any of these provisions must be approved in advance by a majority consensus of the S.P.I.C. Board of Directors.

AGREEMENT:

I have read and fully understand and will abide by the rules of the Facilities Use Agreement. I further agree to secure any necessary documentation for serving any type of alcohol. I assume full responsibility and full liability for any damage that may result for the duration of the event. I agree to hold the Sandy Point Improvement Company free and harmless from all claims for bodily injury and property damage including damage to the premises.

Member responsible: (Print Name) _____ lot/bk _____

Signed: _____ Date: _____

Mailing Address: _____ Phone: _____

_____ Email: _____