

Eaglesgate Community Association

COMMUNITY CLUBHOUSE RENTAL INFORMATION

Thank you for your interest in renting the Eaglesgate Community Clubhouse for your upcoming function. The clubhouse is available for Eaglesgate Community Association property owners at a cost of: \$200.00 a day plus a cleaning fee of \$150.00, for a total of \$350.00.

Rental of the clubhouse is not available for any commercial or business meetings.

To view available dates, please visit the Eaglesgate website at www.eaglesgatecommunity.com and go to owner portal to view open dates.

All signature blocks of the agreement must be signed and returned with rental fee within seven days of the initial reservation request in order to keep your reserved rental date. Member will submit one check for \$350.00 made payable to Eaglesgate Community Association:

Rental agreement forms and check should be delivered to:

HOA Management Specialists (HOAMS)
4730 S. National Building A1
Springfield , MO 65810
417-889-4626

The clubhouse key will be available for you to pick up at the management office any time from 10:00 a.m. to 4:00 p.m the prior business day of your rental. The key must then be returned in an envelope by noon the business day after your rental date.

COMMUNITY CLUBHOUSE RENTAL REGISTRATION

Name: _____

Address: _____ City, State, Zip: _____

Phone: _____ E-Mail Address: _____

Date Requested: _____ Alternate Date: _____

Time of Event:

_____ - _____ (Set up hours)

_____ - _____ (Event hours)

_____ - _____ (Clean up hours)

(Due to an increase in clubhouse rentals please reserve all hours you will be in the building. This will assist in the reservation process and is necessary for insurance purposes. Any entry outside of hours reserved MUST be cleared by a Board member.)

Type of event to be held at the Clubhouse: _____

Approximate number of people expected to attend: _____

(The Clubhouse has 52 chairs and 72" round tables plus several serving/display tables are available. If the event is for standing, it would comfortably allow for 100 guests. Anyone renting the clubhouse must provide their own utensils, plates, cups, etc.)

Will you be on the premises for the entirety of the event? Yes ___ No ___

If no, please explain: _____

Will a donation, admission, or cover charge be collected? Yes ___ No ___

Member Signature _____ Date _____

COMMUNITY CLUBHOUSE RENTAL AGREEMENT

This Agreement between Eaglesgate Community Association, Inc., (“Association”), and _____, a member of the Association (“Member”), establishes the conditions and requirements for rental of the Association Community Clubhouse (“Clubhouse”) located at 6000 S. National Avenue, Springfield, Missouri.

At the time this agreement is signed and returned to the Association, Member will submit a **check for \$350.00** made payable to Eaglesgate Community Association. Anyone renting the Clubhouse must be a member in good standing of the Eaglesgate Community Association. If the Member cancels the reservation at least 14 days prior to the event the entire \$200.00 rental fee shall be refunded together with the cleaning fee. Cancellations less than 14 days prior to the event will be entitled to a refund of \$50.

In the event 2 inches of snow has fallen at the time of the event, the lawn company will be contacted by the management company to remove the snow from the parking lot and sidewalks.

Rental of the Clubhouse does not include use of the lower level, swimming pool, pool area, or locker rooms. Member assumes full responsibility and liability for any damages to the Clubhouse or surrounding property, which is the result of actions of the Member or their guests during the term of this agreement.

If alcoholic beverages are served during the rental period, Member shall comply with all applicable laws regarding the serving of alcoholic beverages. Serving and consumption of alcohol may only take place inside the Clubhouse or on the adjoining deck. Under no circumstances may alcohol be sold. There is no smoking allowed in the clubhouse.

Member further agrees to tidy up the premises and restore all rooms and areas to a condition deemed satisfactory by a designated Association official. The Association will inspect the premises within 24 hours without Member being present. The cost of any damage or incomplete cleaning needed will be billed to the member. The Association reserves the right to collect the money for repairs to the fullest extent of the community documents including the creation of a lien against Member’s property.

I AGREE TO INDEMNIFY AND HOLD HARMLESS EAGLESGATE COMMUNITY ASSOCIATION. INC, ITS OFFICERS, EMPLOYEES, AGENTS, AND ASSIGNEES, FROM ANY AND ALL LOSSES, CLAIMS, DAMAGES, LIABILITIES, EXPENSES (INCLUDING ATTORNEY'S FEES AND COST) AND OBLIGATIONS ARISING OUT OF AND RELATED TO INJURY TO OR DEATH OF ANY PERSON, OR DAMAGES TO OR LOSS OF ANY PROPERTY OCCURRING AS A RESULT OF, RELATED TO, OR IN CONNECTION WITH THE USE OF THE CLUBHOUSE FACILITIES BY ME, OR ANYONE IN ATTENDANCE DURING THE RENTAL PERIOD.

By signing below, having full authority and capacity to do so, certify that I have read this Agreement in its entirety and agree to the terms and conditions set forth above. I agree to pay for all repairs and damage to the building facilities and/or equipment resulting from or related to the use of the Clubhouse.

Member's Signature: _____ Date: _____

Member's Name: _____ Address: _____

Phone: _____

Community Clubhouse Clean-Up Checklist

This form must be completed, signed, and left at the HOA management company with the key. Please leave the Clubhouse in its original condition.

Kitchen

- Discard all food
- Wipe down countertops, stove and interior of microwave if used
- Remove all trash, place in containers just outside kitchen exterior door

Restrooms

- Wipe down sinks
- Remove all trash, place in containers just outside kitchen exterior door

Floors

- Sweep debris from all Floors, Vacuum area rug(s)
- Mop (if needed) from spills/splatters

Exterior/Deck (if party held on deck area)

- Remove all trash, place in larger containers on upper decks
- Return all furniture to original positions

Trash Containers

If party takes place on a Sunday please place all trash from party in blue container and take container to curb.

If party takes place on a Tuesday please place all trash from party in red container and take container to the curb.

Member Signature _____