



RENTAL CONTRACT

Member Renter's Name: _____

Date of Rental: _____

Address: _____

Clubhouse Only / Clubhouse & Pool / Pool Only

Phone: _____

Special Request for Check-In: _____

RENTAL INFORMATION:

1. Payment Policy: 50% of the rental and cleaning/damage deposit fees are due at the time of the reservation to hold the date (see fees below). The balance is due 30 days prior to the rental date. If the balance is paid in less than 30 days, CASH is required. *It is the renter's responsibility (not the clubhouse reservationist) to have all monies paid on time.*
2. Cleaning/Damage Deposit Policy: Damages beyond \$200 (\$400 for both) are the responsibility of the renter. The cleaning/damage deposit is fully refundable as long as all items on the rental checklist are adhered to, and the clubhouse is in the same presentable condition as it was during check-in.
3. Cancellation Policy: Rental and deposit fees will not be refunded if cancellation is made less than 30 days prior to the rental date, unless that date is used by another renter.
4. Rental of the clubhouse does not guarantee the private use of the pool. Private pool rentals cost an additional fee.
 - a. Pool is available for rental from 7:30 pm to 11pm on the same night as clubhouse rental, if requested and available.
 - b. Pool is also available for rental from 7:30 pm until 11pm without the rental of the clubhouse.
5. Pool Cancellation Policy: In the event of inclement weather, pool cancellation will be decided by the pool manager and renter by 7:30pm on the day of the rental; renter will receive a full refund if pool is not able to be used.

ADDITIONAL CLUBHOUSE RENTAL INFORMATION:

6. Maximum occupancy – 75 people.
7. Clubhouse must be cleaned in accordance with the Rental Cleaning Checklist, prior to check-out with the clubhouse representative. Failure to do so will result in the forfeiture of cleaning/damage deposit, or a portion thereof. (Refer to #2 above.)
 - a. Members are required to bring their own cleaning products to the clubhouse after completion of their event. This includes all-purpose cleaners, trash can liners for garbage cans, etc. (Seasons Four HOA will provide one liner per trash can only.)
 - b. Upon completion of rental, all trash must be removed from the clubhouse facility by the renter and disposed of *at the renter's home*. Members are NOT permitted to use the private dumpsters of the surrounding businesses or the garbage cans at the pool. Any violation of this will result in the forfeiture of the deposit, and renter will be held responsible for any incurred fines.
8. The clubhouse key may not be duplicated. The key must be returned at check-out by 9:30 a.m. on the day following the rental date, unless prior arrangements are made with the clubhouse representative.
9. During the event, member renters must be present *at all times*. The member renter is responsible for the conduct of their guests.
10. Roselle Village Noise and Liquor Ordinances, as well as other Village Ordinances, will be enforced.
 - a. When liquor is served, open bottles must be left overnight to comply with the Roselle Village Ordinance.
 - b. If the police are called, your deposit may be withheld. Additionally, the HOA has the right to increase your security deposit for future rentals to \$300.00.
11. Seasons Four HOA Sound Ordinance will also be enforced: Be courteous and respectful of our neighbors living near the clubhouse in regards to noise and music (played at a volume which is reasonable and respectful at all times, day or night). Any clubhouse representative or board member reserves the right to visit the facility at any time for security purposes.
12. The clubhouse doors must remain closed at all times during the event to conserve heat/air conditioning and to respect the neighbors.
13. Pets are not allowed in the clubhouse or on the patio at any time.
14. Ceiling fans must not be used if there are helium-filled balloons because they may cause damage to the ceiling fans. All balloons *must* be removed by check-out.
15. Long tables are available for serving and/or eating. Do not use the end tables or coffee table to serve food.
16. The only type of tape permitted on walls is blue painter's tape. Also, no tape on light fixtures, blinds, doors, or door trim.
17. No glitter or confetti may be used.
18. The installed surveillance cameras cannot be obstructed or damaged in any manner, or your deposit will be forfeited. NO EXCEPTIONS.
19. Gazebo and Deck: No nails, screws, staples, tacks, etc. are permitted to hang decorations. Use the fence if necessary. All spills must be cleaned immediately to not cause damage to the wood. The blue, metal picnic tables are not allowed to be moved onto the deck.
20. Absolutely no smoking in the clubhouse or on the patio. Smoking in the front parking lot at the receptacle only.

ADDITIONAL POOL RENTAL INFORMATION:

21. Rental Fees include two (2) lifeguards for a maximum of 80 people.
22. Private pool rental hours: 7:30pm until 11pm. Pool closes promptly at 11pm – NO EXCEPTIONS.
23. Village Noise and Liquor Ordinances, as well as Seasons Four HOA Sound Ordinance, will be enforced. (Refer to #10 and #11 above.)
24. All pool rules and regulations are effective during the private rental, including:
 - a. no food, drink, or glass on the pool deck or in the pool
 - b. pets are not allowed on the pool property
 - c. no smoking on the pool patio or deck
 - d. wet swimwear is not allowed in the clubhouse
25. HOA members/renters are governed by the decision of the lifeguards who have the authority to close the pool due to inclement weather and/or other hazardous conditions. If a renter and/or their guests use the pool after closing hours or violate the decision of the on-duty lifeguards to close the pool for safety reasons, the HOA member/renter is liable for a fine equal to the current year membership dues and/or suspension of pool privileges for one membership year.

Member renter's signature below is considered an agreement to all terms and conditions. Further, the renter assumes liability for any and all damage to the Clubhouse/Pool property and surveillance cameras sustained during the renter's use.

FEES DUE:

RENTAL COST: \$50 / \$200 / \$250 / \$400
 DEPOSIT COST: \$200 / \$400
 TOTAL DUE: \$250 / \$400 / \$650 / \$800

Member Renter's Signature _____ Date _____

DEPOSIT PAID: \$ _____ BALANCE DUE: \$ _____

Clubhouse Representative's Signature _____ Date _____

PAID IN FULL