

MEADOWRIDGE HOMEOWNERS' ASSOCIATION

CLUBHOUSE RENTAL AGREEMENT

I. Rental Requirements

Deposit: No date will be confirmed until the appropriate Damage, Theft and Cleaning and/or Cancellation Deposit (hereinafter referred to as "the Deposit") is paid. This amount will be deposited immediately and any checks returned for insufficient funds will require replacement with certified funds (i.e money order or cashier's check), in addition to a \$25.00 NSF fee, prior to use of the clubhouse.

The Deposit is only refundable **after** the Clubhouse has passed the check-out inspection. Any cleaning required or removal of debris will be deducted from the Deposit amount prior to any refund.

Any damages or other expenses that result from the use of the Meadowridge facilities, in excess of the deposit and rental fees, will be billed to the renter. If payment for damages is not made, appropriate legal and civil actions will be taken.

Any violation of this agreement, including misrepresentation on this rental application, will result in forfeiture of the Deposit.

Rental Fees: All rental fees are due and payable a **minimum of fourteen (14)** days prior to the function and a maximum of six (6) months prior to the function. This amount will be deposited immediately and any checks returned for non-sufficient funds will require cash replacement, in addition to a \$25.00 NSF Fee, prior to use of the Clubhouse.

Any cancellation within 4 days prior to a weekend (Friday/Saturday/Sunday) function will result in a forfeiture of 50% of the Rental Fee as a cancellation penalty and will be deducted from the Deposit. Cancellation within 3 day prior to a weekday function will result in a forfeiture of 50% of the Rental Fee as a cancellation penalty and will be deducted from the Deposit.
No 'for profit' events open to the public are allowed.

Liability: Meadowridge Homeowners' Association (MHOA) is not liable for any property damage or bodily injury occurring while the Clubhouse is being rented or attended by the renter or guests. For any action not fully covered by insurance, the person renting the Clubhouse will fully indemnify the Association for any unclaimed damages and shall defend the Association. Renters of the Meadowridge Homeowner's Association clubhouse (other than MHOA homeowners) must provide a certificate of insurance naming MHOA as an additional insured for the liability limits in this agreement (\$1,000,000). This may be obtained by consulting your personal agent and having a statement faxed to Western Nevada Management (WNM).

The total number of guests is limited to 85 including all participants in event per the Reno Fire Department. If it appears there are more than 85 guests in the clubhouse then the Fire Marshal will be contacted immediately.

Clean Up: The renter is responsible for returning the facility to its original state including placing decorations and furniture in their original locations, and bagging all trash, which will be left in kitchen. Any rented equipment must be picked up by the rental company prior to the check-out inspection.

Alcohol: Meadowridge Homeowners' Association will not be responsible for any injury or damage incurred if alcohol is consumed at any event for which the facility is rented. The renter is responsible for meeting state and local laws concerning guests consuming alcohol at their event.

Tables & chairs: The tables and chairs that are available for use are those on the clubhouse floor leaning near the west wall and those found in the closet on the south wall. They are to be cleaned and returned to the same location when your event is done.

Rental of equipment: Meadowridge encourages you to rent additional tables and chairs or other equipment needed for your event. Make arrangements with WNM for additional time to deliver and pick-up.

Supplies: Restrooms will be stocked with Kleenex and toilet paper; additional toilet paper may be found in the cabinet in the ladies' room. Large trash bags may be found in the cans in the kitchen along with a roll of paper towels. We encourage you to bring additional supplies for your event as needed.

Temperature: Renters will find the thermostat set to 55° in winter and 80° in summer and are responsible for returning it to the same setting at the end of the function.

Refrigerator: The refrigerator, stove, dishwasher, etc. are all available for use; all food is to be removed from the refrigerator after an event. Any items left in the refrigerator will be disposed of and failure to leave any of the appliances clean or any damage to any appliance will result in a charge against the deposit, up to the full amount.

II. Rental Rules

Facilities Included: The outside patio is included as part of the rental of the Meadowridge Clubhouse.

Facilities Not Included: The pool, Jacuzzi, tennis courts and enclosed playground are NOT included with the rental of the Meadowridge Clubhouse.

Guests: The total number of guests is limited to 85 per City of Reno Fire Department.

Smoking: No smoking will be allowed in the Clubhouse or on the deck; smoking is limited to outside entry way to the Clubhouse. A cigarette-butt pail will be provided at the front entry of the clubhouse.

Areas around Clubhouse: Renters are responsible for damage done by guests to the surrounding areas of the Clubhouse including but not limited to impeding water ways, pulling/cutting or marking plants/trees, etc.

Fireplace: The fireplace is **not** available for renters' use.

Music: All music must remain inside the Clubhouse and **MUST** cease by 12:00 a.m. (midnight). If music does not cease by midnight, the Reno Police Department shall be contacted.

Decorations: Renters are welcome to decorate for their event but decorations are not to be stuck or pinned to walls. All decorations must be removed at the end of the event and prior to check-out.

Parking: Vehicle parking is only allowed in the following areas:

- The Clubhouse Parking Lot
- From Meadowridge Dr. along Meadow Hill Dr. until Meadow Hill Circle
- Along Meadowridge Drive
- Vehicles may not block traffic, fire lanes or driveways on any street.

Inspection Sheet: An Inspection Sheet will be provided for your use during the Check-in and Check-out process. Prior to obtaining the key, you must do a walk-through with a Management Representative or a Meadowridge Clubhouse Committee Member at least 24 hours prior to your event; you will be responsible for the condition of the premises in accordance with the signed inspection sheet. You shall adhere to all move-out instructions and return the premises in a neat and clean condition. Another walk-through must be made after the event prior to reimbursement of your deposit.

III. Rental Rates

- Single Day Rental - \$100 per day
- Friday – Sunday - \$175 total
- Refundable Deposit - \$100

Deposit and proof of insurance must be received before your event is confirmed. If Western Nevada Management has not received both items, your event is subject to cancellation until the proper information has been received.

Signature

Date

*By signing this agreement, you hereby agree to all terms and conditions set forth in this above agreement. Management and the Association have sole discretion whether a rental deposit will be fully refunded.