

**South Harbour Master Property Owners Association
Tenants' Clubhouse Rental Contract**

The Clubhouse is for the use and benefit of South Harbour Village residents. It may not be used for commercial purposes or any type of sales or solicitation. South Harbour Master Property Owners Association approved events for the education and/or benefit of South Harbour residents may be permitted on a case by case basis.

I, _____, being the tenant of _____
Please Print Full Name Owner's and or Property Manager's Name

at _____ South Harbour Village, request to rent the
Address

Clubhouse for the amount specified in the SHMPOA Clubhouse Rental Fee Schedule and with a refundable Security Deposit of \$150.00.

Rental Date (m-d-y): _____

Rental Time (from – to): From: _____
Until: _____ (includes event plus set-up and clean-up time)

Expected Number of Attendees: _____ (Maximum 40)
Adults _____ Children _____

Please Describe Your Event: _____

Will you be Serving Food/Using Kitchen? Yes No
Will you be serving alcohol? Yes No

RENTAL FEE: \$50 SECURITY DEPOSIT: \$150

ALL RENTERS SHALL OBSERVE THE FOLLOWING PROTOCOLS:

1. Person signing this contract MUST BE PRESENT the entire time the Clubhouse is occupied
2. The POOL and POOL DECK are NOT included in your rental. All food and decorations shall be kept inside the clubhouse. Your rental shall not interfere in any way with other residents use of the pool or pool deck.
3. No alcoholic beverages shall be sold on SHMPOA Property. No alcohol shall be served or consumed by anyone under the age of 21 on SHMPOA property. If any alcoholic beverages are to be served or consumed during the rental, the person signing this contract must comply with current North Carolina laws and regulations related to alcoholic beverages. Liability insurance of at least one million dollars (\$1,000,000) for this beverage service/consumption is required and is the responsibility of the renter. South Harbour POA shall be listed as an additional insured on this insurance policy. A copy of the "event policy" coverage must accompany the security deposit check one week prior to occupancy. North Carolina state law governs alcohol consumption and SHMPOA assumes no responsibility for monitoring alcohol usage and will be held harmless for any violations or accidents.
4. Out of respect for those who live near the clubhouse, ALL EVENTS shall end by 11:00 PM
5. Cars shall be parked within the designated parking areas ONLY.
6. If you bring it in take it out...ALL of it!

**South Harbour Master Property Owners Association
Tenants' Clubhouse Rental Contract**

7. All furniture shall be carefully replaced as it was found. Large tables are stored beside refrigerator in Kitchen and folding chairs are uniformly stored in cabinet in Community Room. Nothing may be stored in Hall Closet by order of the Fire Marshall.
8. All doors shall be closed and locked
9. All appliances shall be empty and turned off
10. All lights and fans shall be turned off including bathrooms
11. Thermostats shall be set at temperature appropriate for season
12. Floors shall be swept. Community Room, Kitchen, Front Hall and Bathrooms tidied.
13. All garbage shall be emptied into outside bins and containers returned to their original places empty.

IMMEDIATELY AFTER YOUR EVENT, INSPECTION SHALL FIND THE CLUBHOUSE PREPARED FOR THE NEXT EVENT IN THE SAME OR BETTER CONDITION THAN YOU FOUND IT.

The owner/property manager of the property listed above is a member in good standing of the South Harbour Master Property Owners Association and the neighborhood, _____ HOA/POA, and agrees to hereby accept full responsibility for his tenant's rental of the Clubhouse and, in doing so, affixes his/her signature to this document. As tenant and physical user of the Clubhouse:

- I agree to be present the entire time the Clubhouse is occupied under this contract
- I agree to be responsible for any security breaches, damage or extra cleaning needed because of the event reserved in my name. As tenant, I certify that the property owner/property manager has approved my rental and assumed liability for any security breaches, damages or extra cleaning.
- I understand that I (and/or the property owner/manager) will be assessed through the SHMPOA if security, damage, cleaning costs exceed the amount of the security deposit.
- I certify that all information provided in this contract is true and that no illegal activity will take place during my rental period.
- I agree to abide by both the letter and spirit of all SHMPOA Rules, Regulations and Protocols.
- I understand that this is a legally binding contract under the laws of the State of North Carolina.

Owner/Property Manager Name _____

Owner/Property Manager Signature & Date: _____

Tenant Please Print Name _____

Tenant Signature & Date: _____

Tenant Contact Numbers: _____

Tenant Please Print Email Address: _____

Approved for SHMPOA on: _____ by _____

Office Use Only:

Rental fee Paid: _____ ck # _____ received on _____ by _____

Security Deposit Paid: _____ ck # _____ refunded on _____ by _____