

[NAME OF CLUB / ASSOCIATION]
 [FULL CLUB ADDRESS
 PHONE & FAX NOS]

CLUBHOUSE RENTAL AGREEMENT

Lessee Information:

Name of Club Member:	
Membership #:	
Day & Evening Phone Numbers:	
Email Address:	
Nature of Event:	
Anticipated Attendance:	

Date(s) and Hours Requested (the "Event Date"):

Date(s)	From (am/pm)	To (am/pm)

Terms of Rental:

- A refundable security deposit of \$###.## must be received by the Club Manager at least ____ days prior to the Event Date. Any damages will be repaired by the [Club / Association] and deducted from the security deposit. The security deposit, less the cost of any repairs or replacement, will be returned to Lessee within ____ days following the Event Date. In the event that the cost of repairs or replacement exceed the amount of the security deposit, the balance of such costs shall be the responsibility of Lessee.
- No later than ____ days prior to the Event Date, a non-refundable rental fee shall be collected to cover the cost of electricity, wear and tear, and heat / air conditioning for the event. Rental fees are as follows:

Monday through Friday ____ a.m. - ____ p.m.:	\$###.##
Saturday and Sunday ____ a.m. - ____ p.m.:	\$###.##
All evening hours after ____ p.m. (Mon through Sun):	\$###.##
- If Lessee wishes to use the Clubhouse for a function other than a social gathering (e.g. sales presentation or other gathering which will net a financial profit), Lessee must submit to the Board a letter setting out the details of the function, stating what products or services will be presented, demonstrated and sold, and what materials will be used. The fee for such functions is \$###.## per presentation. All other rental terms and conditions contained in this Agreement will apply.