



11200 SW 71st Street
Miami, Florida 33173

**Snapper Creek Townhouse
Homeowners Association, Inc.**

Phone: 305.279.5383
Fax: 305.279.7964



CLUB HOUSE RENTALS

6 HOURS USE ALLOWED
FIESTA- 6 HORAS

(3 HOURS PRIOR FOR DECORATING)
(3 HORAS ANTES PARA DECORAR)

PRICES:

RESIDENT: \$500.00 CHARGE PLUS (\$350.00 DEPOSIT)
*NON-RESIDENT: \$600.00 CHARGE PLUS (\$350.00 DEPOSIT)
RENTAL DAYS: FRIDAY THRU SUNDAY
INCLUDES: USE KITCHEN
100 CHAIRS
3 RECTANGULAR & 10 ROUNDTABLES

*PAYMENT IN FULL MUST BE RECIEVED 2 WEEKS IN ADVANCED BEFORE THE EVENT

*Refer to General policy section

PRECIOS:

RESIDENTES: \$500.00 DE COSTO MAS (\$350.00 DEPOSITO)
*NO RESIDENTES: \$600.00 DE COSTO MAS (\$350.00 DEPOSITO)
INCLUYE: USO DE LA COCINA
100 SILLAS
3 MESAS RECTANGULARES Y 10 REDONDAS

*EL PAGO COMPLETO DEBE SER RECIBIDO 2 SEMANAS ANTES DEL EVENTO.

*Dirigirse a la sección de reglas generales



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Resident Name: _____ Today's Date: _____

Address: _____ Property Account #: _____

Phone #: Cell _____ Home: _____

Event Date: _____ Hours of event: from _____ to _____

Type of Event: _____

Number of people to attend: _____ (must not exceed maximum occupancy of 150 people)

Amount of: Chairs _____ Rectangular tables _____ Round tables _____

Money Order #: _____ Check #: _____

- RENTAL FEE HOMEOWNER: \$500.00
- RENTAL FEE NON -RESIDENT: \$600.00 *refer to (L) under general policy
- DEPOSIT FEE: \$350.00
- COMMUNITY PATROL FEE: TBD
- EXTRA INSURANCE COVERAGE: TBD

HOMEOWNERS ARE RESPONSIBLE FOR ANY DAMAGE OR ACCIDENTS OCCURRING REGARDLESS OF BEING THEIR FAULT OR THEIR GUEST'S FAULT.

- Note: You may setup 3 hours prior to the event. If you need additional hours to setup outside of actual party time and when the office is not open (normal working hours), special arrangements and payment at a rate of \$20.00 per hour must be **reserved at the time** of this agreement.
- Set up time (20.00 X _____ additional hours)...+ _____
- Clean up & garbage/trash removal charge.....\$200.00

Print Name

Signature

Employee Initials:

Date

Date Office Received

GENERAL POLICY FOR USE OF RECREATION CENTER

- A. The resident / owner must be current in their assessments (if tenants) homeowner must be current in the assessments in order to have access to use the amenities.
- B. No parties will be for financial gain of any organized groups or individually. No charge for admission to any party or event is allowed and there may be no charge for any alcoholic beverages served at the party or event; nor can alcohol be served to anyone less than 21 years of age.
- C. A \$350.00 deposit is required in advance in order to make a reservation. In order to receive the deposit back, you must leave the recreation center in excellent condition; clean and no property damage.
- D. Payment in full (user fee) must be received minimum 2 weeks in advance before the event date.
- E. Refund of deposit will only be made to the same person we received the deposit from, within 15 business days after the event based on the return of the property in satisfactory condition.
- F. In the event that damages are sustained in the clubhouse area, or any other common area in the community as a result of the resident holding the event and/or as a result of the actions of their guest or invitees, the cost of repairs will be deducted from the deposit. Should the cost of repairs exceeds the deposit, the resident is solely and fully responsible for the difference. The repairs will be performed by the contractor/vendor of the Association. The Association reserves the right to seek legal counsel at the resident's expense for collection procedure in the event the resident fails or refuse to pay for damages and/or repairs.
- G. Any event where attended by 50 people or more, the resident renting the clubhouse must pay for one security guard for the length of the event. No alcoholic beverages can be served to anyone less than 21 years of age. The security personnel do not work for the resident holding the event, but for the Association. The security personnel will ensure that all rules and regulations are adhered to, that community property is properly used and the event is conducted according to the Association Rules and Regulations. The resident holding the event, their guests and invitees shall at all times obey the rules and regulations and the directions of the Association.
- H. For adult events or parties where alcoholic beverages are served by the resident, a certificate of the resident's homeowner's insurance naming SNAPPER CREEK TOWNHOUSE HOMEOWNERS ASSOCIATION, INC. as an additional insured must be provided to the Association office prior to the event. If no such certificate of homeowner's insurance can be provided by the resident, the resident can purchase through the Association's insurer a one (1) day event policy for HOST LIQUOR COVERAGE naming SNAPPER CREEK TOWNHOUSE HOMEOWNERS ASSOCIATION, INC., as an additional insurer. The cost of this additional policy coverage can be obtained through the Administration office prior to the event agreement being submitted. No alcoholic beverages can be served to anyone less than 21 years of age.

- I. Children’s parties must be supervised by at least (1) one adult per every (10) ten children. NO LIQUOR WILL BE ALLOWED AT CHILDREN’S PARTIES.
- J. On Friday, Saturday and Sunday premises must be vacated and doors locked by 1:00 AM.
- K. NO SMOKING is allowed inside the building.
- L. The sound system is not included.
- M. Rental agreement excludes pool area, pool deck and pool chairs.
- N. Residents, guests and invitees must comply with HOA rules and regulations at all times. No one shall park illegally or in common/green areas. Any vehicles parked in these areas will automatically be TOWED without notice at the owners risk and expense. The resident is responsible to inform his/her guests and invitees prior to the event of the rules and regulations.
- O. If you are not a resident of Snapper Creek HOA you must have a Snapper Creek HOA resident as the responsible person for the agreement and the event.
- P. The Association shall not be liable for any damages, loss or injury to persons or property occurring within the facility or upon Association property. With respect to the resident’s family, guests and invitees, I agree to indemnify and hold the Association harmless from any such liability arising from or in conjunction with the use of these facilities.
- Q. Cancellation Policy: Cancellation of Clubhouse event reservation must be received 21 days prior to the event date. Failure to provide written notification to Snapper Creek HOA for the cancellation on or before 21 days prior to the event the renter agrees to forth fit the deposit for clubhouse reservation.

Host Liquor Coverage Premium fee is not refundable upon any cancellation or if the event is rescheduled for any reason by the renter.
- R. Resident making the reservation must be present at all times during the event.
- S. Building maximum capacity allowed is 150 people.

I _____ have read and understood the General Policies for rental of the Recreational Center and agree to obey by the Rules and Regulations of Snapper Creek Townhouses Homeowners Association Inc.

PRINT NAME: _____

DATE: _____

SIGNATURE: _____



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Clubhouse Checklist

The location and items below have been checked for property damage, and/or missing items by _____ from Reliance Security Services and _____ Homeowner/resident or person who is renting the clubhouse.

| | Start | End | Comments: |
|--|-------|-------|-----------|
| AED Defibrillator | _____ | _____ | _____ |
| The *Homeowner / Resident will be responsible for loss or damage of AED installed in the clubhouse | | | |
| Fire extinguishers (3) | _____ | _____ | _____ |
| Bathrooms/Clean | _____ | _____ | _____ |
| Floor/Clean | _____ | _____ | _____ |
| Kitchen | _____ | _____ | _____ |
| Garbage/picked up | _____ | _____ | _____ |
| Doors | _____ | _____ | _____ |
| Refrigerators (2) | _____ | _____ | _____ |
| Freezer | _____ | _____ | _____ |
| Stove | _____ | _____ | _____ |
| Microwave | _____ | _____ | _____ |
| Radio/Speakers | _____ | _____ | _____ |
| Tables _____ | _____ | _____ | _____ |
| Chairs _____ | _____ | _____ | _____ |
| Others | _____ | _____ | _____ |

Inspection completed by: _____ RELIANCE SECURITY SERVICES

Signature: _____ Date: _____

Homeowner/resident name: _____ Address: _____

Signature: _____

*The security deposit of (\$350.00) will be subject for a refund when this form has been completed and signed by the homeowner/resident and Nor Seg Security Services Community Patrol Personnel. The refund will be processed after this form is received and approved by the administration office.