

VILLAS AT EASTHAMPTON CLUBHOUSE USAGE AGREEMENT

Revised 2/20/2025

There is no longer a rental fee for use of the clubhouse. However there is a required security deposit of \$100 which should be given to Carolyn Hoefen 30 days prior to the rental date. Payment should be made by check payable to "The Villas at Easthampton HOA"

YOU ARE RESPONSIBLE FOR THE FOLLOWING:

- 1) Clean all areas and appliances used.
- 2) Clean both bathrooms - toilets, floors and sinks
- 3) The purchase of your own paper goods and supplies. Please do not use the supplies in the pantry . These are for HOA events only. Take home all the extra paper goods you supplied.
- 4) All trash in the kitchen and bathrooms is to be bagged and placed in the garbage totes located to the right of the clubhouse outside. Items for recycling can be placed in the yellow totes.
- 5) Mop all floors and vacuum the entire rug area. Vacuum is located in the front hall closet in the lobby.
- 6) Wipe all tables and countertops clean. Tables & chairs should be returned to their original location.
- 7) Refrigerator is here for your use during your event. Please remove all food and drink when your event is done.
- 8) Turn off all lights, fireplace, TV and any appliances you used at the end of your function.
- 9) Return the thermostat to the temperature it was when you entered.
- 10) Make sure all doors and windows are securely latched and locked upon leaving.
- 11) Return mops, vacuum and cleaning supplies to the area you found them. Either under the sink or front hall closet.
- 12) Overflow parking should be done on Maryview Drive, Clubhouse side. Please do not block any mailboxes.
- 13) Smoking is not allowed in the clubhouse or on HOA property.
- 14) Clubhouse rental does not include use of the pool or exercise room.
- 15) Homeowner must be present during the entire function and responsible for the behavior of all guests.
- 16) Any damages or special cleaning costs which exceed the security deposit will be charged back to the homeowner. This includes spills or furniture damage.
- 17) Coats should not be placed on chairs. Please hang in the hallway closet or on a table in the library area.
- 18) The Villas at Easthampton HOA assumes no responsibility for lost or damaged guest items.
- 19) Homeowner will have security deposit returned if the above responsibilities are followed

RENTAL INFO:

Today's Date: _____

Rental Date: _____

Rental Time: _____

Approximate # of Guests: _____

Homeowner Signature: _____

Unit # _____

Authorized HOA Signature _____

Carolyn Hoefen,
340 Maryview Drive
585-727-0864
choefen5@gmail.com