



CLUBHOUSE RENTAL APPLICATION

Name of Owner/Renter _____

Address _____

Today's Date _____

Day Phone _____

Email _____

Responsible Party agrees to accept responsibility for the actions of all guests during the hours of use and all other terms and conditions provided herein.

1. Estimated # of Guests _____
2. Rental Rates: No charge
3. Cleaning: Any cleaning fees or other costs associated with damages made during your reservation will be charged directly to your account and must be paid within 30 days of the reservation date.
4. Please indicate below the reservations you confirmed with Community Solutions & Sales:

DATE	START TIME Include set up time	END TIME Include clean up time
	AM/PM	AM/PM

INSTRUCTIONS FOR SUBMITTING APPLICATIONS

1. Contact Jennie Stites at Welch Randall PM for availability at jennie@welchrandall.com
2. Please submit your application to be received at least **10 working days before** the date of your gathering. This application serves as an indicator of interest ONLY and creates no liability for either the applicant.

Mail or email completed application to:

**Welch Randall Property Management
5300 S Adams Ave Ogden, UT 84405
jennie@welchrandall.com**

GENERAL RULES AND REGULATIONS FOR THE CLUB HOUSE

- A. Clubhouse is available to book 12 months in advance.
- B. Users are restricted to those spaces and times agreed upon. The fitness equipment area is not available for reservation and is to be available to other residents during all clubhouse reservations.
- C. No loud, abusive or profane language or any other breach of the peace will be tolerated. Disorderly conduct or breach of the peace may result in contact of the Police Department.
- D. Sale of alcoholic beverages is not permitted. When alcoholic beverages are served, the Responsible Party is responsible for the orderly conduct of all of their guests. No one under 21 is to be served alcoholic beverages. All laws regarding the use and/or distribution of alcohol must be followed.
- E. The following are NOT PERMITTED in the Clubhouse at any time: Smoking, Games of Chance, Pets
- F. Artwork is not to be moved or taken down. Nothing is to be taped or nailed or otherwise affixed to the walls of the room. Confetti is not permitted.
- G. Users must leave the facilities in the same order and condition in which they found them. The Clubhouse will be cleared of all clutter, trash and debris. All counters will be wiped clean, dirty dishes cleaned, furniture will be returned to its original location. Trash will be deposited in the building trash enclosure. If the Clubhouse is not cleaned upon inspection the Responsible Party will be charged for the cleanup at the rate of \$30.00 per hour.
- H. Damages to the Clubhouse or any contents thereof will be charged to the Owner's account. The Responsible Party is responsible for any damage, theft, loss or cleanup of the property. Damaged items that need to be replaced will be reimbursed by the Responsible Party at the current replacement cost.
- I. Furniture is not to be removed from the Clubhouse.
- J. Parking is only permitted according to community rules.
- K. Responsible Party agrees to notify Welch Randall Property Management within 24 hours of any accident/incident.
- L. Use of the Clubhouse does not constitute endorsement of the event/rental purpose Welch Randall PM or the Waverly Station Homeowner's Association.
- M. Responsible Party agrees to hold the Waverly Station Homeowner's Association and Welch Randall Property Management free and harmless of and from all injuries which may be sustained by Responsible Party or any guest(s), including the payment of any attorney's fees reasonably incurred in defending any action brought by an owner, renter or guest. It is hereby agreed by each of the parties hereto that in the event any litigation should arise between these parties regarding any term, condition, or covenant herein contained, or the performance thereof, that the unsuccessful litigant shall pay all attorney's fees reasonably incurred by the successful litigant.

Signing your name below acknowledges that you have read and understand all the information provided for this Special Events Application and that you agree to abide by the terms and conditions listed herein. You agree to remain onsite at all times during the rental, including any period of decorating and/or cleanup, and agree to accept responsibility for the actions of all guests during the hours of use. Failure to comply with the policies of this Special Events Application may result in cancellation of rental privileges. In the event that the Clubhouse must be cleaned, repaired, or items replaced in the room, you hereby authorize the Waverly Station Homeowner's Association (Welch Randall PM) to charge your account. Your signature further acknowledges that you are the Responsible Party and agree to protect, defend, indemnify and save harmless the Waverly Station Homeowner's Association and their officers and employees from any and all claims, liabilities, damages, or rights of action directly or indirectly growing out of the use of the premises covered by this Special Events Application.

This application to remain active for a period of one year from the signed date below. Any and all reservations within this time period are subject to all terms and conditions of this application.

Responsible Party Signature

Date