

Community Center Rental Agreement

1. Facility Availability:

Rental of the Community Center includes access to the Community Center building, the property directly outside of the Community Center, Memory Park, the boat ramp, and both piers.

Renter's use is available between the hours of 10:00 AM and 10:00 PM any day of the week.

All activity must be terminated by 10:00 PM.

2. Reservations:

A reservation must be made to secure your event date. Reservations are made by the individual requesting the Community Center and must be 18 years of age or older.

Payment of the rental fee and security deposit are required at the time of the reservation.

Payment can be submitted by check or cash which will be held until the date of the event.

Should the reservation be cancelled more than two (2) weeks in advance of the rental date, the rental fee and deposit will be returned in full.

If the reservation is cancelled less than two (2) weeks in advance of the rental date, the rental fee will be forfeited unless waived by the association. The security deposit will be returned in full.

Note that issuance of a check is a legal intent to pay. Under Texas law, it is a Class B misdemeanor not to honor the check and will be prosecuted if the check is returned. Any fees associated with the returned check will be charged to the issuer.

3. Facility Use and Access:

A Board member will assist you in gaining access to and securing the Community Center prior to the event and after the event is over.

Setup and cleanup times should be agreed to with the Board member granting access to the Community Center.

Once the Community Center is made available to the renter, the responsibility for the Community Center and security is that of the renter.

The Community Center must be occupied or locked at all times.

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4. Decorations / Prohibited Items:

Renter provided decorations are permitted provided that they do not leave any marks or damage to the Community Center or properties.

The Community Center is a smoke free facility. All smoking or use of tobaccos products is prohibited inside of the facility. Smoking is permitted outside of the facility provided it is at least twenty-five (25) feet from any entry.

Use of dance wax, saw dust, glitter, bird seed, rice, bubbles, fog machines, glow sticks, skates or other similar items is expressly prohibited from use inside the Community Center.

No flame producing devices, open flames, or flammable materials are allowed inside the Community Center. This includes, but not limited to, candles, torches, incense burners, charcoal grills, or deep fryers.

Sterno[®] or Sterno[®] type devices are allowed in conjunction with serving dishes.

Charcoal grills, gas grills, deep fryers, etc. are permitted outside of the Community Center.

5. Event Completion / Cleaning Requirements:

The renter is responsible for cleaning and restoration of the Community Center and properties to the condition they were prior to the rental.

This includes, but not limited to, the following:

- a. Removal of all decorations / renter supplied articles;
- b. Floors swept and free of marks or damage;
- c. Tables wiped down and returned to the original position;
- d. Kitchen area clean, free of food, and residue;
- e. Appliances clean and in working order;
- f. Restrooms clean and sanitized;
- g. Walls free of marks and holes;
- h. Outside area clean and free of trash, cigarette butts, etc.;
- i. Trash cans emptied and trash removed to the outside trash bins; and
- j. All doors, lights, and A/C secured.

Note that the floors are a laminate and are to be damp mopped only. Spray cleaners may be used to clean spills and wiped with a damp cloth.

If cleaning is required by the POA and / or if damage is found, the deposit amount will not be returned and used to clean and / or repair the damage. If additional funds are required to remediate the property, the renter is responsible for the additional charges.

Upon satisfactory cleaning and inspection by a Board member, the deposit will be returned.

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6. Community Center Rental Rates:

The Community Center Rental rates are shown in the table below:

Property Owners (Current With Assessments)		Non-Property Owners	
Rental / Day:	\$200.00	Rental / Day:	\$300.00
Security Deposit:	\$300.00	Security Deposit:	\$300.00

Water Usage:

If your event plans to use a water slide or similar device that requires water, we can provide access to our Community Center water outlets. However, water from this source can become quite expensive and we ask that you pay for the water that is used for your event.

This will be determined by comparing the water bill following your event to the average water bill for the Community Center prior to your event. You will be billed for the amount over our normal water consumption.

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7. Renter Agreement / Indemnification:

Date Of Rental: _____

Person Renting Community Center: _____

Amount Of Rental: _____

Rental Payment Cash / Check: Check Cash

Amount Of Deposit: _____

Deposit Payment Cash / Check: Check Cash

Deposit Returned Date: _____

Deposit Amount Returned: _____

Reason If Deposit Not Returned: _____

Renter To Initial Agreement:

Initial: _____ The renter has read and agrees to the Community Center rental agreement.

Initial: _____ The renter assumes full responsibility and liability for all aspects of the Community Center during the event.

Initial: _____ The Community Center cannot be subleased to any other party or re-assigned to another group or organization.

Initial: _____ The renter is responsible to ensure that the facility is either occupied or locked during the period of access.

Initial: _____ Sunrise Shores POA is not responsible for lost, damaged, or misplaced property.

Initial: _____ Sunrise Shores POA is released and discharged from any and all liabilities for loss, injury, or damage to persons or property that may be sustained or alleged to be sustained arising from the use or occupancy of the Community Center and its grounds.