



Venetia Clubhouse Rental Agreement – Private Events

Lessee _____ (name of resident), owner and resident at _____ (address), requests to use the clubhouse to host a _____ (event) with _____ (number of) guests attending on _____ (date) between the hours of _____ and _____.

Lessee understands that the Clubhouse/Amenities representative(s) reserve the right to approve or disapprove any function not conforming to the Covenants of the Venetia Community Association, Lessor, or to its rules and regulations.

Lessee agrees to be onsite to walk through the facility with a clubhouse representative prior to and after the event. We STRONGLY encourage the lessee to take photographs of each of the rooms to ensure the clubhouse is returned to the original layout at the end of your event.

Lessee understands that the rental rates and security deposit are:

0-8 hours	\$100.00 (minimum rental fee)
Refundable security deposit	\$200.00

Please write one check for \$200 payable to the Venetia Community Association and provide \$100 in CASH

Return both with this signed agreement to a Clubhouse/Amenities representative. At the end of the event, assuming all is in good order, the \$200 check will be returned to the lessee.

03/05/25

In return for permission to use the clubhouse, Lessee agrees to the following conditions:

- Lessee will be in attendance for the entire time of the above event.
- Lessee attests that the use of the clubhouse is for the above stated function and is not intended for any civic, commercial, or other public use
- Lessee will be responsible for the behavior of the guests, and they will abide by all clubhouse rules and regulations. Any violations of this agreement, the VCA covenants, or the rules and regulations will result in the termination of this agreement and of the above stated function. All guests will be asked to leave. Failure to comply may result in loss of all or part of the security deposit.
- VCA will provide a temporary code for your non-resident visitors to the event, if necessary, from the Venetia Security Committee. (venetiagates@gmail.com) . The code will be activated by 7 am the day of the event and will deactivate by end of day.
- Lessee understands that the swimming pool, spa, pool deck area, and fitness center are not reserved, and they will not be closed to other residents.
- Lessee will be responsible for removing all decorations and repairing any damage caused by such decorations. **Absolutely no decorations of any kind are to be attached to the acoustical panels.**
- Lessee understands that if any damage occurs during the rental time, it is the Lessee's responsibility to pay the total cost of all repairs. The security deposit will be applied toward the cost of any repairs, but if the cost to repair the damage exceeds the amount of the security deposit, Lessee will pay the balance due immediately.
- Lessee agrees that any excessive cleaning charges incurred because of the event will be the host resident's obligation.
- There is no smoking in the clubhouse or anywhere within or on the Clubhouse grounds.
- Lessee has received a copy of the clubhouse rules and regulations and a clean-up checklist for the post-event walk through.

03/05/25

By signing this rental agreement, the Lessee agrees to defend, indemnify and hold harmless Venetia Community Association, its officers, directors, and employees for any damages or injuries to person or property which occur(s) from the negligence or intentional act of the Lessee or any guest, agent or invitee of the Lessee, as a result of the use of the Clubhouse and its facilities. In addition, the Lessee waives and releases Venetia Community Association, its officers, directors, agents and employees, for any actions or causes of action they may have for use of the Clubhouse and its facilities, due to the negligence, wrongful acts, omissions or breaches of the rental agreement by the Venetia Community Association, its officers, directors, agents or employees.

Print host resident name_____

Host resident signature_____ Date_____

Address_____

Cell phone _____ Alternate phone_____

Approved by _____ Date_____

Attachment: Rental Checklist - updated 03/05/25

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03/05/25

Venetia Clubhouse Rental Checklist

Name _____ Date _____ Time _____

1. All tables and chairs were stacked and stored properly in the storage room. All rattan tables and chairs were returned to their original positions. All tabletops were cleaned. Card Room, Meeting Room and Center Lobby were returned to their original set ups.

Yes _____ No _____

2. The carpets and tile floors were swept/vacuumed and spills cleaned or reported

Yes _____ No _____

3. The kitchen was cleaned.

Stove and oven	Yes _____	No _____
Sink and countertops	Yes _____	No _____
Microwave	Yes _____	No _____
Refrigerator	Yes _____	No _____
Floor	Yes _____	No _____

4. All event decorations were removed, including balloons and confetti.

Yes _____ No _____

5. Trash was removed from the clubhouse and deposited securely in the large receptacles on the north side of the building. If the receptacles cannot handle the trash your event generated, we ask that you remove it from the premises: Yes _____ No _____

6. The restrooms were cleaned and trash removed. Yes _____ No _____

7. List damage done to any part of the facility (floors, windows, walls, furniture, etc.).

8. All lights and ceiling fans were turned off Yes _____ No _____

9. Clubhouse representative will do a walkthrough the clubhouse the next morning and will contact the Lessee if any issues are found.

Host resident signature _____ Date _____

Representative's signature _____ Date _____