

COUNTRYSIDE  
**CLUBHOUSE RULES AND REGULATIONS FOR RENTALS**

**RESERVATIONS REGULATION:**

Only property owners who are current in the payment of dues will be allowed to reserve the Clubhouse for personal private party functions. No homeowner business-related functions will be allowed. No reservations will be accepted for renters, commercial or outside organizations not associated with Countryside P.U.D. Residential Homeowners Association, Inc., including political and religious group activities.

All Countryside Homeowners Association's Subdivision meetings and activities will have priority reservation privileges over other functions sponsored by Homeowner Association Members.

No reservations will be accepted for Christmas, New Year's Day/Eve, or any other national holidays. Pool parties are not permitted unless sponsored by the Associations' Social Committee for the use of ALL homeowners in *Countryside* PUD.

All parties must be between the hours of 9:00 A.M. and 9:00 P.M., unless prior approval has been received from the Property Manager. The Property Manager has the authority for all administrative decisions regarding Rules and Regulations.

**LIMITATIONS - FEE – CHARGES – SECURITY DEPOSIT:**

At the time reservations are scheduled, the HOMEOWNER shall be required to pay the following fees and sign an agreement holding them responsible for any or all damage or loss incurred.

RENTAL FEE:	\$ 90.00	(1 to 50 people)
	\$135.00	(51 to 75 people)
	\$180.00	(76 to 100 people)
	\$225.00	(101 to 125 people) Maximum occupancy - 138

Social functions sponsored by residents, which will consist of only Countryside Homeowners will be exempt from the rental fee provision.

- **NO CONFETTI** is permitted for any party
- **NO DECORATIONS, OF ANY KIND**, can be taped/pinned or affixed, in any way, on the walls, **large mirror** or fans.
- **ALL TABLES MUST BE COVERED** with a paper, plastic or cloth table cloths. **48"x72"**
- **NO SMOKING** inside the Clubhouse or the screened porch.
- **BALLOONS** are discouraged – if one floats to the top of the ceiling it will set off the security alarm.
- **Failure to contact the lock up agent at the end of the function will result in the Association retaining an additional \$50 from deposit monies.**

**RENTAL TIME: 5 HOURS MAXIMUM (including cleanup)**

## RULES AND REGULATIONS

Parties approved after 9:00 pm must pay an additional \$50.00 per hour (none past 11pm).  
**ANY FUNCTIONS LASTING LONGER THAN FIVE (5) HOURS SHALL BE CHARGED AT A RATE OF \$100 PER HOUR.**

**CLEAN UP FEE:** Non-refundable (IN **CASH** ONLY) Payable at least one week prior to event  
\$50 (up to 50 people)  
\$75 (51 - 100 people)  
\$100 (100 people or over)

**LOCK UP FEE:** Non-refundable (IN **CASH** ONLY) Payable at least one week prior to event  
\$20

For functions during regular business hours (9:00 A.M. to 5:00 P.M., Monday – Friday), a lock up fee will not be required.

**SECURITY DEPOSIT:** Refundable (IN **CASH** ONLY) Payable at least one week prior to event  
\$200.00

The damage/loss deposit shall be required no later than seven (7) days prior to the reservation date. The homeowner shall be responsible for any and all damage or loss incurred.

### RETURN OF THE \$200.00 CASH DEPOSIT:

The Association's Property Manager, Directors, or Staff will inspect the building and grounds following the private party. The SECURITY DEPOSIT, less any expenses for repair of damage or necessary replacements and/or cleaning above the collected cleaning fee, or failure to contact the lock up agent when leaving, shall be refunded within seven (7) working days.

### CLEAN UP PROCEDURES:

The Homeowners' clean-up shall consist of returning the Clubhouse to its original state as indicated below:

- A). Removing all food items.
- B). Depositing all trash and garbage into containers provided (DO NOT OVERFILL).  
Extra trash bags are provided. Please tie the bags shut so that trash will not flow onto the kitchen floor.

DEPOSIT TRASH BAGS IN OUR PROVIDED DUMPSTER ON THE EAST SIDE OF THE CLUBHOUSE.

- C). All spills are to be cleaned up.

**CLEAN UP MUST TAKE PLACE IMMEDIATELY FOLLOWING CLUBHOUSE USAGE!**

### CANCELLATION POLICY:

Reservations cancelled 14 days or less prior to the function date will be subject to a cancellation fee. In such event, the Association shall be entitled to retain \$25.00 from any monies currently on deposit for rental reservation.

### SWIMMING POOL REGULATION:

The swimming pool **is not included in the rental of the clubhouse**. Private parties are not allowed to use the swimming pool. The pools are for homeowners and homeowners are permitted to have only four guests.

**ALL HOMEOWNERS WHO WISH TO RENT THE CLUBHOUSE FOR A PRIVATE PARTY  
MUST BE PRESENT FOR THE ENTIRE EVENT.**

**COUNTRYSIDE P.U.D. RESIDENTIAL HOMEOWNERS ASSOC., INC.**

**REQUEST FOR CLUBHOUSE RENTAL**

DATE: \_\_\_/\_\_\_/\_\_\_\_\_ UNIT: \_\_\_\_\_ LOT: \_\_\_\_\_

RESPONSIBLE PARTY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL. PHONE: \_\_\_\_\_

DATE REQUESTED: \_\_\_/\_\_\_/\_\_\_\_\_ TIME: from \_\_\_\_\_ to \_\_\_\_\_

DESCRIPTION OF EVENT: \_\_\_\_\_ # OF PEOPLE: \_\_\_\_\_

SPECIAL EQUIPMENT OR ARRANGEMENTS \_\_\_\_\_

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**POLICY REGARDING USE OF FACILITY**

Any person using the facility will be responsible for leaving the facility clean and orderly and will be held responsible and required to pay for any and all damage to equipment or facility resulting from other than normal use.

Only property owners who are current in the payment of their assessments will be allowed to reserve the clubhouse for personal/private functions. No reservations will be accepted for renters, commercial or outside organizations not associated with Countryside Homeowners Association, Inc., including political and religious group activities.

All functions sponsored by homeowner Members are to be private. There will be no outside advertising or open invitation to the general public. Nor shall any function be for profit, fund raising or sales of any kind unless sponsored by Countryside P.U.D. Homeowners Association, Inc.

Refer to "Rules and Clean-up Procedures". Violations of any regulation may result in forfeiture of part or all of the security deposit. Countryside P.U.D. Residential Homeowners Association, Inc. reserves the right to revoke rental privileges in the future at its sole discretion and in lieu of violation of any rules and regulations.

If Homeowners Association's Directors deem it necessary to have an attendant on duty, there will be an additional charge, as well as for any special maintenance required.

If the person responsible for the rental of the facility does not leave the clubhouse reasonably clean (excluding scrubbing/vacuuming), the Property Manager shall have the right to add an additional charge to the regular, prepaid cleaning charge. This charge will be taken from the security deposit for the cleaning staff.

**COUNTRYSIDE P.U.D. RESIDENTIAL HOMEOWNERS ASSOC., INC.**

**AGREEMENT FOR USE OF CLUBHOUSE FACILITIES**

I have read the policy regarding use of the Clubhouse and will be responsible for the facilities being clean and orderly, and that all participants conduct themselves in an orderly manner.

I hereby assert that I/we assume all responsibility and that no claim or demand will be made against the Countryside P.U.D. Homeowners Association, Inc. or employees in the event of any accident or injury occurring during the use of the above facility and agree to indemnify and hold the Countryside P.U.D. Residential Homeowners Association, Inc. harmless for any claim, demand or damages in the event of such accident or injury during the use of the above mentioned facility.

SIGNATURE \_\_\_\_\_ DATE: \_\_\_/\_\_\_/\_\_\_

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**OFFICE USE ONLY**

REQUEST GRANTED: \_\_\_\_\_ \*cash SECURITY DEPOSIT \_\_\_\_\_

REQUEST DENIED: \_\_\_\_\_ RENTAL FEE \_\_\_\_\_

\*cash CLEAN UP \_\_\_\_\_

\*cash LOCK UP \_\_\_\_\_

TOTAL \_\_\_\_\_

REASON FOR WITHHOLDING SECURITY DEPOSIT:  
\_\_\_\_\_  
\_\_\_\_\_

AMOUNT REFUNDED IN CASH: \_\_\_\_\_

TO: \_\_\_\_\_ DATE: \_\_\_/\_\_\_/\_\_\_