



**Stephens Grove Hold Harmless Agreement
6101 Stephens Grove Lane
Huntersville, NC 28078**

**HOLD HARMLESS AGREEMENT FOR RENTAL/LEASE OF CLUBHOUSE
AT STEPHENS GROVE**

This Agreement is entered into this the _____ day of _____, 2____, between Stephens Grove Homeowners Association and its Board of Directors, and _____ ("Member/Lessee").

Member/Lessee has submitted a clubhouse rental agreement and security deposit for the rental of the clubhouse facility for the allotted time referenced on the Clubhouse Rental Agreement. Approval has been granted by the Board of Directors based on the following conditions:

Member/Lessee agrees to abide by the rules and regulations of the Stephens Grove Clubhouse and the Homeowners' Association; and

In return for the use of the clubhouse facility, Member/Lessee agrees to indemnify and hold harmless the Stephens Grove Homeowners Association, Shea Homes L.L.C., any member of the Stephens Grove Homeowners' Association, and the Board of Directors of the Stephens Grove Homeowners' Association from any and all liabilities, claims, and causes of action arising from Member/Lessee and/or its guests usage of the clubhouse facility during the rental of the facility; and terminates at the time the last guest, member/lessee has vacated the facility.

Member/Lessee agrees to reimburse the Stephens Grove Homeowners Association for all costs associated with any damage and/or destruction of any part of the clubhouse facility that incurred during the rental agreement period.

STEPHENS GROVE HOA

MEMBER/LESSEE

Signed: _____

Signed: _____

Date: _____

Date: _____



**Stephens Grove Clubhouse Rental Agreement
6101 Stephens Grove Lane
Huntersville, NC 28078**

To: _____

From: _____

Re: CLUBHOUSE/POOL RESERVATION AGREEMENT

Enclosed please find the Reservation Agreement for the Clubhouse. Please read carefully and sign. Reservations must be made **10 days prior to date of event.** Reservations are based on first come, first served basis with one event per day.

A Security Deposit of \$200.00 is required. The rental fee is \$35.00.

Please return documents to either:

**Stephen's Grove Clubhouse Rental Agreement
c/o Dawn Calhoun
6309 Glengarrie Lane**

or

**c/o Holly Novroski
7724 Horseshoe Creek Drive**

Thank You.

Stephens Grove HOA



**Stephens Grove Clubhouse Rental Agreement
6101 Stephens Grove Lane
Huntersville, NC 28078**

CLUBHOUSE RENTAL AGREEMENT

Name: _____ Home Phone: _____
Address: _____ Bus. Phone: _____
Date Requested: _____
Start Time: _____ End Time: _____
of Guests: _____ Purpose: _____

SECURITY DEPOSIT: \$200.00
RENTAL FEE: \$35.00

AGREEMENT

I, the UNDERSIGNED, understand and agree:

1. To be fully responsible for any and all damage, breakage, and inconvenience occurring during the time of my reservation.
2. To be present during the entire period of my reservation and to be responsible for the conduct of my guests during that entire period as well as the time of arrival and departure.
3. That the number of guests is limited to a maximum of 25.
4. That all activities are to be confined to the Clubhouse in such a manner as not to disturb the residents.
5. That the person making this reservation must be 21 years of age. Events for persons under the age of 21 must be chaperoned by family members over the age of 21.
6. To provide all extra chairs, tables or any additional needed items.
7. To return the Clubhouse key to the Stephens Grove Homeowners Association representative within 48 hours; failure to do so will result in forfeiture of my security deposit or further use of facility.
8. That the Stephens Grove Homeowners Association Clubhouse Chairperson and/ or Directors reserve the right to cancel any function prior to commencement for reasonable cause.
9. That the Clubhouse premises must be vacated by 12:00 midnight, unless a special extension of time is approved by the Clubhouse Chairperson prior to

commencement of function (The approval of such a request will be so stated in the Remarks section located on the second page).

10. That the above Agreement and the following checklist must be adhered to or I will forfeit part or all of my security deposit, as well as jeopardize my future right to reserve our Clubhouse. Further, I agree that in the event of damage or breakage not covered by the security deposit, I will make full retribution for any additional necessary repairs and costs over and above that amount. If any legal action must be taken to collect any additional amount not covered by the deposit, I, the lessee, must pay any attorney fees.
11. That guests must park in designated lined spaces. Please see that guests do not park on grass, walkways, or near fire hydrants.
12. To be responsible and considerate of other homeowners, especially ones proximate to the Clubhouse area, with regards to use of music/sound systems. In the event of complaints, I agree to diminish and/or discontinue music/sound systems for the duration of my reservation period. It is understood that music must be contained within the Clubhouse after 10:00 p.m.
13. That the rental of the Clubhouse does not include use of the pool unless arrangements are made with Association and Pool Management Company 10 days in advance of event. Please note the pool will not close to the other homeowners during its regular operating hours for the exclusive use of my guests. However, I may arrange to use the pool during its regular operating hours or I may arrange to keep it open after regular hours for the exclusive use of my group. I agree that I will pay the additional lifeguard fees as required per the schedule in the contract with Pool Management Company. No exceptions.
14. That any time needed to set up for the event must be arranged with the Club Manager prior to the date of the event because the Club is often rented and may not be available to set up ahead of time unless prearranged.
15. No Smoking is allowed on the premises.
- 16. To either clean or arrange for the cleaning of the Clubhouse immediately (within 24 hours) after my event.**

REMARKS: _____

Accepted by: _____ (Name of Member/Lessee)

Print Name: _____

Date: _____

PRE-EVENT CHECKLIST

- | | |
|--------------------------|----------------------|
| _____ Examine wall décor | _____ Paintings |
| _____ Carpet | _____ Tile floor |
| _____ Furniture | _____ Appliances |
| _____ Kitchen counters | _____ Doors |
| _____ Blinds | _____ Washrooms |
| _____ Storage room 1 | _____ Storage room 2 |
| _____ Storage room 3 | |

Comments/Notes:

SIGNATURE OF LEESEE: _____

SIGNATURE OF ASSOCIATION
REPRESENTATIVE:

DATE: _____

**POST EVENT CHECKLIST
(FOR REFUND OF CLUBHOUSE SECURITY DEPOSIT)**

In the event a security deposit is required, we expect you to respect the property of all of the homeowners and help to maintain the Clubhouse's appearance. If we can do anything to assist you, please do not hesitate to let us know.

1. Wipe off tables and chairs. Sweep and mop floor.
2. Completely remove all decorations and return furniture to its original position. Furniture cannot be moved out of the room.
3. Remove and dispose of all trash. This must be done immediately after the function is over. If trash is not placed in the appropriate container, a \$75 fee will be deducted from your deposit.
4. Clear the bar, sink and stove area and remove all food and personal items. Make sure oven and other appliances are turned off.
5. Turn off all lights, lock all doors and windows and return thermostat to appropriate setting.
6. Return the key to Stephens Grove Homeowner Association representative.

REMARKS: _____

SIGNATURE OF LEESEE: _____

SIGNATURE OF ASSOCIATION
REPRESENTATIVE:

DATE: _____

Note: Security Deposit will not be refunded until Association has received its final invoice for the cleaning of the facility following the event. Any extra charges incurred as a result of the event will be deducted from security deposit.