

DEER RUN CLUBHOUSE RENTAL AGREEMENT

Address of Clubhouse: 850 Antler Pointe, Centerville, Ohio 45459

RENTER: _____

ADDRESS: _____

TELEPHONE: _____

RENTAL DATE: _____

RENTAL HOURS: _____

A fee of \$225.00 must be collected with all rentals—this includes a **security deposit of \$100.00** and a **non-returnable usage fee of \$125.00**, both of which should be turned in with your completed rental agreement form. **Checks should be separate, and made payable to: Deer Run.** The deposit is subject to the conditions set forth in the accompanying page of Clubhouse Rules.

Please return rental agreement form with both checks to: Towne Properties, 6540 Centerville Business Parkway, Dayton, OH, 45459. Please make sure to turn everything in at least 2 weeks prior to your event. You will need to stop by Towne Properties the day before your event, between the hours of 9AM and 4PM, unless otherwise notified.

RULES

- Smoking is not permitted on the clubhouse property.
- The resident renter **must** be present for the entire rental period.
- A maximum of 65 people may be in the clubhouse at one time.
- Pets are not allowed in the clubhouse or swimming area.
- All furniture and supplies belonging to the clubhouse must be put back into its original location.
- Grills are not permitted on the clubhouse property.
- The swimming pool and tennis areas are not included in the clubhouse rental.
- Helium balloons are not permitted.
- Tacks, screws, nails, or tape are not to be used on the walls, railings, or doors.
- Local telephone calls only are to be made on the house phone.
- Furniture should not block fire exits.
- All personal items must be removed from the refrigerator and freezer
- The door leading from the pool to the restrooms is to be opened using the pool gate key.
- Do not roll chair and table carts into the hallway because it is a fire exit.
- There is a \$150.00 charge for lost or broken remote control for fireplace.

ITEMS YOU NEED TO PROVIDE

- Pots, pans and other cooking utensils.
- Dishes, cups, napkins and eating utensils.
- Ice, bottle/can opener, hot pads, dishwasher soap, dishtowels, soap sponges, etc.
- Cleaner for countertops

Inventory of Furniture

- There are five 8' tables.
- There are ten 6' tables.
- There are ten square card tables.
- There are forty-eight folding chairs.
- There are four barstools.
- There are two square wood tables with four cushioned chairs
- There are six more cushioned chairs available, if needed.
- There is one recliner.
- There are three loveseats.
- There is one couch.
- Upstairs there is a small round table with four chairs, and a small square table with two chairs.

Pictures of the Clubhouse can be found at DeerRunCenterville.com.

Our apologies, but we cannot guarantee we will be able to accommodate requests to view the interior of the Clubhouse prior to your event. Please keep in mind this accommodation, as well as the entire rental process, is available to Association Members, only; please do not have family or friends who are not members, reach out about the Clubhouse. Thank you!

Cleaning Checklist

All the rooms and the loft need to be cleaned—this includes the great-room, kitchen, hallway, stairs, restrooms, foyer, and clothes closet. Please treat the Clubhouse as though it were an extension of your own home, so that everyone may have the opportunity to enjoy scheduled events.

- Vacuum all carpets.
- All countertops and tabletops should be cleaned.
- Toilets and urinals need to be flushed. Sinks and mirrors are to be cleaned. Shower is to be cleaned if it has been used.
- Replace trash liners where needed and remove trash from the premises.
- Gas and blower are to be turned off if fireplace has been used.
- Stereo receiver and compact disk player are to be turned off.
- Windows and doors are to be shut and locked. Door in hallway to restrooms is to be locked in the summer. All lights and fans are to be turned off.
- All non-carpeted floors need to be broom cleaned.
- Thermostat should be set at 68 degrees in the winter 75 degrees in the summertime.
- Oven is to be cleaned if it has been used.
- The two exterior doors from the Main Party Room to the Pool area are to be checked and locked before leaving.
 - (To lock these doors lift up the door handle and turn the dead bolt knob to the locked position.)

I understand the above rules and agree. I will be in attendance throughout the rental period

Signature

Date