

Reservation for Clubhouse Building Rules & Regulations

I understand and acknowledge that I must abide by all rules and regulations stated below. I understand and acknowledge that I am responsible for the action of my guests and the property of Bloomfield Hills Townhouses Cooperative. I understand and acknowledge that any violation of the rules and regulation will be charged to my account for any repairs and/or cleaning. I understand and acknowledge that any violations of the rules and regulation will deny me further requests for rental of the Clubhouse Building. I also understand that fines will or could be assessed to my ledger and due within 30 days of event. I understand and acknowledge that if my event is cancelled my rental fee is non-refundable without a 72-hour notice. If I cancel and my deposit was paid, I will forfeit a \$100.00 for a cancellation fee.

- I am responsible for all damages during rental
- An adult must supervise children at all times.
- Tape, thumbtacks and nails are prohibited on lights, walls, closets, ceilings and fireplace.
- Tables and chairs must not be dragged across the floor.
- All chairs must be replaced under tables after use.
- All windows and double doors should be closed and locked after use.
- All trash must be removed.
- Kitchen must be cleaned (dishes cleared, counter & sink cleaned, refig. Wiped out, etc.). Stainless Steel cleanser is to be used on the exterior of the Refrigerator and front of Stove only. Degreaser is to be used to clean areas of use (stove or counter, etc.).
- Bathrooms must be cleaned, empty trash, clean paper off floor, sweep & mop.
- All finger marks are to be cleaned off the windows and double doors are to be cleaned with Windex only.
- No smoking inside of building.
- No fighting.
- Floors must be swept and mopped.
- Floors must be vacuumed.
- No loitering around the club house. You must remain within 10 ft. of community building.
- While outside, keep noise down to respect home owners around the community building.
- No pets are allowed.
- No illegal drugs
- Alcohol can be consumed inside only by Adults 21 years of age and older.
- The sale of alcohol is strictly prohibited.
- It is the responsibility of the member who rented the hall to assure all guests leave the area after the event. No loitering in the parking lots.

I am signing in agreement that I have read and understand all rules and regulations provided, for the rental of the Clubhouse Building.

Signature _____

Unit number _____

Date: _____ Time: _____ Doors will be locked no later than 10:00 p.m. or 2:00 a.m. according to the day of the week, if you're not out by the time given, you will be charged an additional \$150.00 NO EXCEPTIONS.

Rental Fee \$200.00 Money Order # _____

Reservation for Community Building

Name _____

Address _____

Phone Number _____

I would like to reserve the Community Building for _____
(Date)

I understand and agree that my \$200.00 fee will NOT be returned after my scheduled event and additional charges for damages or cleaning charges may be levied to my account and due within 30 days of my event.

Signature _____

Date _____

Management Signature _____

Date Contract Returned _____

Fee Charges for Rental _____

During your club house event, your guests CAN NOT park in numbered spaces, they may park in spaces with a V for visitors. Failure to do so, your guest vehicle maybe towed at their expense. It is your responsibility to inform them of our Rules and Regulations. They may park on the right side of the Charles Lane.

Any member or guest found throwing anything out on lawn such as hot water, grease or anything that will burn the lawn will be fined and will be billed the cost to replace the lawn. Please have your guest use the cigarette receptacle as opposed to throwing them on the grass and the patio.

Club house will be locked no later than 10:00 p.m. Sunday through Thursday. Friday and Saturday the club house will be locked at 2:00 a.m. At the time of locking the club house, it must be cleaned and ready to walk out.

What type of Event are you having? _____

If this rental is a re-pass gathering, please be advised that you are allowed to utilize the club house for a maximum of 4 hours from the time your guest arrive to the time we lock the building up. This also includes the cleaning up after the event.

If you are having an event with children 17 years of age or younger, your event must be over at 10:00p.m. (this includes cleaning the club house and ready to lock up).

All members who rent the club house must attend the function. They are required to stay at the function during the entire time.

You are responsible for all requirements that are stated above including your guests and their actions.

Member's signature Date

Management signature Date

BLOOMFIELD HILLS TOWNHOUSES COOPERATIVE CLUB HOUSE RULES & REGULATIONS

1. NO SMOKING WITHIN THE CLUB HOUSE.
2. NO NAILS, THUMBTRACKS, TAPE OR GLUE ON ANY WALLS, WINDOWS, CEILING, DOORS, CABINETS OR FIREPLACE.
3. RESPECT THE NEIGHBORS AROUND THE CLUB HOUSE, KEEP VOICES DOWN WHILE OUTSIDE AND VOLUME DOWN ON ANY ENTERTAINMENT.
4. WHILE OUTSIDE STAY WITHIN 10' OF BUILDING.
5. NO FIGHTING.
6. NO PETS ALLOWED AT CLUB HOUSE.
7. ALL RUBBISH MUST BE TAKEN OUT AT THE END OF YOUR EVENT.
8. ANY SPILLS MUST BE CLEANED UP IMMEDIATELY.
9. NOTHING HEAVY IS TO BE PLACED ON GLASS TABLES.
10. CHILDREN MUST BE SUPERVISED AT ALL TIMES.
11. ONLY STAINLESS STEEL CLEANER IS TO BE USED ON APPLICANCES.
12. NO TABLES, CHAIRS OR FURNITURE IS TO BE REMOVED FROM THE INSIDE OF THE CLUB HOUSE.
13. NO OUTSIDE FURNITURE IS TO BE BROUGHT INSIDE THE CLUB HOUSE.
14. NO ILLEGAL DRUGS.
15. ALCOHOL CAN BE CONSUMED BY ADULTS 21 YEARS OF AGE & OLDER.

Thank You

CLUB HOUSE RENTAL

PLEASE MAKE SURE ALL
VEHICLES ARE PARKED
ALONG THE MAIN ROAD.

YOU MAY PARK IN A
VISITORS SPOT, BUT

UNDER NO

CIRCUMSTANCES CAN

YOU PARK IN A

NUMBERED SPOT! ANY

VEHICLES PARKED IN A

NUMBER WILL BE TOWED

AT THE OWNERS

EXPENSE!!

_____ Initial for Acknowledgment of rental for Club House.