

SELDOM SEEN ACRES CONDOMINIUM ASSOCIATION

CLUBHOUSE USE GUIDELINES

1. Usage Fee:

A **\$75.00** usage/rental fee between Memorial Day and Labor Day or a **\$25.00** usage/rental fee between Labor Day and Memorial Day is required at the time of reservation and must be received by the property manager within seven (7) days of the reservation confirmation. Any cancellation must be made at least seven (7) days prior to the scheduled reservation; only checks from the owner reserving the clubhouse will be accepted. Please make check payable to Seldom Seen Acres Condominium Association and send the non-refundable check and a signed reservation request form to:

Capital Property Solution (CPS)
Attn. Seldom Seen Acres Clubhouse Rental
PO Box 630
Worthington, Ohio 43085

NOTE: If the clubhouse facility sustains any damage, is not satisfactorily cleaned at the conclusion of the event, or any of the rules listed in section 2 or 3 are violated, the Association will assess all damage and/or fines to the renting owner's account.

2. Parking:

Special accommodation needs to be made for carpooling, shuttle service, off premise parking etc. to ensure homeowner safety in the community is not jeopardized by prohibited on-street or double parking during the clubhouse rental activities. The clubhouse has space for eight (8) cars.

Violations will result in a \$200 enforcement assessment, suspension of clubhouse rental privileges, and at the board's discretions, vehicles may be removed/towed without notice.

3. Clubhouse rental rules:

- a. Only Seldom Seen Acres unit owners may reserve use of the clubhouse. Owners who rent units may not reserve the Clubhouse for their tenants.
- b. The reserving owner must be in good standing with the Association. All fees must be current and there must be no outstanding violations.
- c. **The owner reserving the clubhouse must be present for the entire event.**
- d. All clubhouse rules must be observed. Rental of the clubhouse **does not** include the use of the swimming pool or workout facility.

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- e. The Clubhouse is available: 8:00 AM to 11:00 PM Sunday through Thursday
8:00 AM Friday to 1:00 AM Saturday
8:00 AM Saturday to 1:00 Sunday
- f. Seldom Seen Acres Condominium Association cannot be held responsible for the behavior of other Seldom Seen residents during the time of the event.
- g. There is **NO SMOKING or VAPING** allowed in the clubhouse.
- h. There is no grilling /cooking of food in the clubhouse or on the patio during any event.
- i. Attaching decorations, regardless of the type of decoration, to any surface within the clubhouse (i.e., walls, ceilings, windows, railings, etc.) is PROHIBITED.
- j. Do not attach anything (for example, signs, balloons) to any of the structures in the common elements around the clubhouse. This includes the exterior of the clubhouse. A sign/ balloon(s) may be placed in the grass area outside of the clubhouse as a directional aide but must be removed at the conclusion of the event.
- k. The owner reserving the clubhouse is responsible for all damage to the facility and grounds of the Association caused by his/her guests, including but not limited to excessive dirt, clean-up of food/beverages, furniture damage.
- l. There will be no DJ's, extra stereo equipment, or live music permitted to be set up outside of the clubhouse. This is a courtesy to the residents living near the clubhouse.
- m. Seldom Seen Acres Condominium Association and CPS (Capital Property Solutions) will not be responsible for any injuries that occur before, during or after the event, or as a direct result of the use of the Clubhouse or any other facilities of Seldom Seen Acres Condominium Association.
- n. Association functions will supersede all private reservations.
- o. The maximum capacity of the Clubhouse is forty-eight (48) people.
- p. Seldom Seen Acres Condominium Association reserves the right to cancel or alter this agreement at any time.

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CLUBHOUSE USE AGREEMENT

Name of Unit Owner: _____

Address: _____

Telephone Number: _____

Email Address: _____

Date of Reservation: _____

Time of Reservation: _____

Type of Event: _____

- I have read and agree to abide by the Clubhouse Use Guidelines and Clubhouse Rental Rules.
- I am responsible for ensuring my event is concluded and the clubhouse is cleaned by 11:00 PM (1:00AM on Friday and Saturday rentals) on the day of the rental. If the clubhouse is not satisfactorily cleaned, my account will be assessed the cost.
- I understand cleaning the clubhouse includes sweeping/mopping the floors, cleaning sink and counter tops, removing all trash (including the bathrooms and kitchen trash cans) and returning furniture to its original position.
- I am responsible for ensuring all trash (including cigarette butts) has been removed from the outside of the clubhouse.
- I understand that any violation of the rules listed in Section 3 of the Clubhouse Use Guidelines by me, or one of my guests, will result in damage and/or fines assessed to my account.
- I understand security cameras are in use within the clubhouse facility.
- I understand there is NO grilling inside or outside of the clubhouse.

Signature of Unit Owner

Date