

EVERGREEN CLUBHOUSE FACILITY RENTAL CHECKLIST

This Checklist must be completed by the Clubhouse Caretaker in concert with the hosting Strata Unit Owner/Resident prior to the rental of a Clubhouse facility.

- 1 --- Clubhouse Facility being rented: _____
- 2 --- Rental Date: _____ Rental Times: From ____ to _____
- 3 --- Damage Deposit/Performance Bond Received: \$ _____
Rental Fee Received: \$ _____
- 4 --- Reviewed Evergreen Clubhouse Handbook.
- 5 --- Reviewed Rental Agreement A conditions/penalties.
- 6 --- The hosting Strata Unit Owner/Resident renting the facility must remain in the facility during the full rental time period.
- 7 --- No pets allowed in any of the Clubhouse facilities.
- 8 --- Children under 16 years old must be always supervised by an adult.
- 9 --- Nothing fastened or adhered to any surface of the facility.
- 10 -- No confetti or like material used in the facility.
- 11 -- No food or drink in the pool table room facility.
- 12 -- Facility must be vacated by the time noted above.
- 13 -- All items, including all garbage, must be removed by the vacate time.
- 14 -- Facility rented must be returned to pre-booking condition.
- 15 -- If the facility is the Clubhouse Lounge, this rental **does not** include:
Use of the Fitness Room, Pool Table/Room. Library or Utility Room;
Use of the Pool Deck, Pool and/or Hot Tub; or
Exclusive use of the Patio Deck/BBQ/BBQ Deck.
- 16. Special Event Permit (Liquor) must be obtained prior to the rental and prominently displayed during the event.
- 17 -- Understand that some Clubhouse facilities may be shared.
- 18 -- Main entrance door to the Clubhouse not to be propped open.
- 19 -- Smoking, including vaping devices, is not allowed in any Clubhouse Facility - including the pool, hot tub and pool deck area, surrounding grounds or within 7.5 metres of any entrance door or window
- 20 The Performance Bond will be deducted \$50 for each item above not complied with. **In addition, future access to Clubhouse Facilities may be denied for a specific number of days.**

I have reviewed and agree to comply with the above items.

Date: _____ Unit #: K____/CG____

Strata Owner/Resident Name _____ Signature _____