

**SHERWOOD PARK COMMUNITY CLUB, INC.  
RENTAL AGREEMENT**

I agree to abide by the rules and regulations covering the rental of the Sherwood Park Community Center as included in the by-laws of the Sherwood Park Community Club and additions and amendments as adopted by the Board of Trustees.

I agree that by completing this rental agreement, I will personally be attending the function and will be fully responsible for any and all damages that occur, and will take care of any damages within seven days of the incident.

I AGREE that by paying a rental fee of \$\_\_\_\_\_ and a security deposit of \$175.00 (two separate checks) to S.P.C.C. to the following conditions:

1. **I agree to the forfeiture of my rental fee if cancelled less than 14 days prior to the event.**
2. I will be personally attending the function in its entirety.
3. I will be personally responsible for the behavior of all guests.
4. All functions must terminate by 1:00 a.m.
5. I agree to clean the rental hall fully. Cleaning instructions are posted in the clubhouse and are to be completed at the end of the event or there will be a loss of deposit.
6. The rental key will be returned to the clubhouse manager at the specified location at the end of event.
7. Upon inspection, the deposit check will be returned within seven business days of the rental date, if hall is back to satisfactory standards and no damages were found.
8. Rental of the hall DOES NOT include any use of the pool or tennis facilities (unless special arrangements have been made with rental manager), and no guests are permitted on the pool patio after pool business hours.
9. Summer rentals DO NOT include the use of the kitchen AT ALL!!
10. Absolutely no smoking in the clubhouse.
11. Early access to the facility for decorating or other purposes may be restricted due to other rentals. Permission must be granted ahead of time from the rental manager.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Contact # \_\_\_\_\_

Date of Event \_\_\_\_\_

Nature of Event \_\_\_\_\_

Estimated # of guests attending \_\_\_\_\_

Application Date \_\_\_\_\_

Please return to: Katie Johnson  
1489 Northbrook Dr. Lima, Oh 45805  
Phone # 419-604-0108

Updated 3/24/15