

EAGLE SPRINGS HOMEOWNERS' ASSOCIATION, INC.

CLUBHOUSE RESERVATION AND USE AGREEMENT
Please fill this form out and email aarnold@sentrymgt.com

THIS AGREEMENT (Agreement) is made this _____ day of _____, 20____, by and between Eagle Springs Homeowners' Association, Inc. (ESHOA) and _____ (Member).
Member Name

WHEREAS, ESHOA is the owner of certain premises located at 10101 N. Big Springs Blvd. in Boise, Idaho, more particularly described as the Eagle Springs Clubhouse (Clubhouse); and

WHEREAS, Member is a member in good standing of ESHOA (which includes dues current and no unresolved CC&R infractions); and

WHEREAS, Member desires to have the temporary, exclusive use of the Clubhouse on

_____ between the hours of _____ and _____.
Date *Time* *Time*

NOW, THEREFORE, ESHOA does hereby authorize Member to have temporary, exclusive use of the Clubhouse for this period of time, subject to Member's strict compliance with the following:

1. Member will not pay a fee. If using "for profit", do not use this form.
2. Reserving the Clubhouse does not give exclusive access to the pool and/or tennis courts.
3. Maximum occupancy of the Clubhouse is limited to forty (40) persons. No pets are permitted within the Clubhouse and surrounding facilities at any time.
4. ESHOA will ensure that the front door of the Clubhouse is unlocked prior to Member's exclusive use. The hours requested by Member for access must include set-up and clean-up time.
5. Member and guests are to follow all Eagle Springs Homeowners Association Rules and Regulations relating to the use of the Clubhouse while attending a function at the Clubhouse.
6. Member understands and agrees that the function is limited to private social functions of members only and is not to be used for social functions of non-members.
7. The Clubhouse and surrounding facilities are not to be used for promotional purposes that include direct sales presentations, revenue generating exhibitions and/or types of commercial ventures.
8. Member will be present at all times during the use of the Clubhouse and surrounding facilities.
9. In the event that early entry to the Clubhouse is desired prior to scheduled use date and time recorded above, Member must request clearance through ESHOA to ensure that such access does not conflict with any other committed member's use of the Clubhouse and surrounding facilities.
10. Clubhouse and surrounding facilities hours are posted as Sunday-Saturday, 8:00 a.m. to 10:00 p.m. daily, and the premises must be vacated by closing time. Use of the Clubhouse and surrounding facilities outside of these posted hours is prohibited and subject to Member and guest removal.
11. ESHOA may monitor and inspect the Clubhouse and surrounding facilities at any time during the function described in this Agreement. Member agrees if ESHOA deems the actions of the attendees to be undesirable for any reason, ESHOA may order Member and guests to vacate the property immediately.
12. ESHOA reserves the right to refuse use of the Clubhouse for any purpose it deems detrimental to and not in the best interests of the members of ESHOA.
13. No smoking (including E-Cig) is allowed in the Clubhouse, the pool area or within 10 feet of doors at any time.
14. The parking lot shall be shared with residents and event attendees on a first-come, first-served basis. No overnight parking is allowed in the driveway, parking lot area, or on the public streets near the facility. Violators are subject to having vehicles towed at owner's expense. Please be respectful of homeowners near the clubhouse and avoid parking in a way that would block their access to the street.

15. Music or amplification provided by recordings or musicians must be kept to a level that does not cause stress for the neighbors. Any function causing stress among the neighbors which results in verbal complaints or visits from the police department will cease immediately. Speakers must stay inside.
16. No underage consumption of alcoholic beverages will be permitted. Should ESHOA become aware of underage alcohol consumption, law enforcement will be notified. ESHOA strictly adheres to all Idaho laws and maintains a Zero Tolerance for underage alcohol consumption. Absolutely no alcoholic beverages are permitted to be consumed in the parking areas.

Clubhouse Reservation and Use Agreement

17. Member may decorate the Clubhouse for the function. However, no tacks, nails, glue or anything that mars or damages the Clubhouse in any way may be used. Pushpins are permitted for decorating only. Use of candles inside the Clubhouse is prohibited. Birthday and battery-operated candles are acceptable. No glitter products can be used for decoration. Outside decorations are permitted with prior consent from ESHOA.
18. Member shall be solely responsible for cleaning the Clubhouse following Member's use, which responsibility shall include, but not be limited to, removal of all Member's property from the Clubhouse, including cooking utensils, dishes, beverages or food in the refrigerator or around the premises, as well as removal of all decorations, trash and debris from the Clubhouse. A vacuum, broom, and mop can be found in a closet in the kitchen. ESHOA is not responsible for any personal belongings lost, stolen or left on ESHOA property. Any items left on the premises will be considered abandoned, and ESHOA may dispose of them without notice.
19. All tables, chairs, counters, stove and refrigerator must be washed and/or wiped clean. The Clubhouse floors must be swept and mopped. Member should supply their own cleaning materials. If after inspection, any additional cleaning or repairs are required, Member accepts responsibility for any cleaning and repair costs and understands that ESHOA will charge \$150 to the Members Sentry Account for clubhouse cleaning.
20. All furnishings must be returned to their proper arrangement after use of the Clubhouse. Furniture or furnishings may not be removed from the Clubhouse at any time.
21. At the conclusion of use of the Clubhouse, Member agrees to turn off lights, adjust thermostats (per attached checklist), lock the restroom access door, lock the front door to the table/chair storage area, and the rear door from the meeting room to the pool area prior to vacating the Clubhouse. The main front door will be programmed to lock automatically after reserved time. Member will be held liable for any damage resulting from the failure to do so.
22. Member is liable for all damages incurred regardless of amount, which may include, but not limited to, fixtures, furnishings and other accessories. Member will surrender the premises in the same order and condition or better than they found it at the beginning of the function.
23. An inspection of the Clubhouse and surrounding facilities after the event will be conducted by an authorized representative of ESHOA. The representative will sign the cleaning checklist and notify Sentry the clubhouse is ready for the next event. The signed checklist will be retained by Sentry Management Company.
24. Member understands and agrees that ESHOA shall have no legal liability whatsoever for any personal injury or property damage due to Member's use of the Clubhouse.
25. The swimming pool guest limitation of six (6) per household applies to all guests at private parties in the Clubhouse who may desire use of the swimming pool and/or tennis courts. In addition, swimming attire is NOT allowed in the Clubhouse by either Member or guests at any time. Member or guests are NOT permitted to go back and forth in swim attire between the pool and Clubhouse.

Nature of Function: _____

Number of Guests Expected: _____ Dated: _____, 20____

As a member of Eagle Springs Homeowners Association, Inc., I have read the above ESHOA Clubhouse Reservation and Use Agreement and fully accept all terms of the Agreement. I furthermore understand that I take full responsibility for my guests and will comply with the terms of this Agreement.

Member's Signature: _____

Address: _____

Telephone Number: _____ Email Address: _____

Rental Agreement received and acknowledged by an authorized representative of ESHOA.

ESHOA Signature: _____ Date: _____

Eagle Springs Homeowners Association, Inc.

Clubhouse Cleaning Checklist

Equipment Inventory

- Chairs -30
- 6-Foot Tables -3
- 4-Foot Tables – 4
- Card Tables - 4

Kitchen:

- _____ Sweep **and** mop kitchen floor
- _____ Wipe down all counter tops
- _____ Scrub kitchen sink and run garbage disposal
- _____ If microwave, oven or dishwasher used, wipe down inside and out
- _____ Empty all garbage and deposit in large can by pool. Replace with new liners.

Meeting Area:

- _____ Sweep **and** mop great room floor
- _____ Clean front windows inside and out to remove fingerprints from guests
- _____ Turn off fireplace
- _____ During Summer months: turn off air conditioner (May – September)
- _____ During Winter months: turn heat down to 60 degrees (October – April)
- _____ Return chairs/tables to storage location
- _____ Remove anything hung for occasion, including tape used to hang decorations
- _____ Turn out lights
- _____ Lock all doors (east front door, back door, and restroom access door). Front main door will be programmed to automatically lock following reserved time.

Bathrooms: (If renting between September – May)

- _____ Clean toilets, sinks, mirrors
- _____ Empty trash cans
- _____ Sweep **and** mop floors and the restroom hallway
- _____ Clean inside glass on exit door
- _____ Turn out lights
- _____ Leave restroom doors open to air

Please initial each item indicating its completion. Return this checklist to Sentry Management. A Board member or authorized representative will evaluate the clubhouse after your event.

Homeowner/Member

Date

Board Representative

Date

Satisfactory Cleaning: _____

Unsatisfactory Cleaning/resident notified/options given: _____

Cleaning company contacted: _____

Charge applied to homeowner account: _____

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