

# Rental Agreement

**Please Print:**

Renter's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (Day/Work): \_\_\_\_\_ (Cell): \_\_\_\_\_

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

References: Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Neighbor/Friend: \_\_\_\_\_ Phone: \_\_\_\_\_

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Type of Function: \_\_\_\_\_

Rental Date: \_\_\_\_\_ Day of Week: Friday / Saturday / Sunday

Payment: Check #: \_\_\_\_\_ Cash: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

**FEES:** Friday Night – Rental time: 5 pm to Midnight /\$400.00 + \$100 nonrefundable clean fee + damage deposit  
Saturday – Rental time: 11 am to Midnight / \$600.00 + \$100 nonrefundable clean fee + damage deposit  
Sunday – Any time after 1 pm until 11 pm/\$50.00 per hour (min 4 hour) to include set up and tear down time  
\*\*A \$300 refundable cash damage deposit is due at the time of check in\*\*

Upon completion and acceptance of this Rental Agreement a partial payment or full payment must be made to secure requested date. If partial payment is made, full rental amount is due one month prior to your event.

**CANCELLATION POLICY:**

A MINIMUM CHARGE OF \$100 WILL BE ASSESSED FOR ANY REASON OF CANCELLATION. CANCELLATION: 120 DAYS PRIOR TO RESERVED DATE RESULTS IN A LOSS OF 50% OF YOUR RENTAL FEE. CANCELLATION OF 60 DAYS PRIOR TO YOUR RESERVED DATE WILL RESULT IN 100% LOSS OF YOUR RENTAL FEE.

**DEPOSITS:**

- A \$300 CASH REFUNDABLE DAMAGE DEPOSIT IS DUE ON THE DAY OF CHECK IN.  
x: \_\_\_\_\_
  - A \$100 NONREFUNDABLE CLEAN FEE IS DUE ON THE DAY OF CHECK IN.  
x: \_\_\_\_\_
  - A \$50 Damage Deposit for use of Sound System - DUE ON THE DAY OF CHECK IN.  
X: \_\_\_\_\_ (lost key will result in full loss of damage deposit)
- ❖ The \$100 Clean Fee covers mopping the hall and restrooms. Additional fees will be charged for the cleaning of the kitchen. Renter is responsible for leaving the kitchen as clean as it was received. Renter is responsible for removing trash, placing the tables & chairs back to their original position, sweep floors, clean /pick up outside trash, front & back porch and parking area.

**Please Note:** Premises must be vacated by Midnight – NO EXCEPTIONS – Event must end at 11 pm!

Will you be serving any alcoholic beverages? YES \_\_\_\_\_ NO \_\_\_\_\_

Type of Alcohol: Beer \_\_\_\_\_ Wine \_\_\_\_\_ Other \_\_\_\_\_

The official fire code limit of the facility capacity is 200. It is your responsibility, as the renter, to see that the limit is enforced: if violated, you will take full responsibility of payment for any fines charged plus the full loss of your damage deposit.

Bands are permitted only when approved by the Facility Manager.  
Renter assumes and acknowledges full responsibility for the actions and behavior of their guests and any others that may accompany them.

I have read the above, along with the Rental Agreement and agree to abide by the conditions of the Pine Lake Community Club. As the renter of the facility, I agree to be responsible for the care taking of the facility and its guidelines. By signing and agreeing to this contract, I am and take full responsibility for the actions of my guests. I understand that failure to follow these guidelines and those in the Rental Agreement can result in forfeiture of the damage deposit. If alcohol is served, I take full responsibility for my guests and relinquish any actions against the Pine Lake Community Club.

In consideration of the services of Pine Lake Community club, their agents, owners, officers, volunteers, participants, employees, and all other persons or entities acting in any capacity on their behalf (hereinafter collectively referred as to "PLCC"), I hereby agree to release, indemnify, and discharge PLCC, on behalf of myself, my spouse, my children, my parents, my heirs, assigns, personal representative and estate as follows:

- I acknowledge that having a party, meeting or any other type of function entails known and unanticipated risks that could result in physical or emotional injury, paralysis, death, or damage to myself/me, to property, my guests, or to third parties. I understand such risks simply cannot be eliminated without jeopardizing the essential qualities of the activities involved with renting this facility.
- I expressly agree and promise to accept and assume all of the risks in renting this facility. I elect to rent PLCC in spite of the risks.
- I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless PLCC from any and all claims, demands, or causes of action, which are in any way connected with my participation in rental or my use of equipment or facilities, including any such claims which allege negligent acts or omissions of PLCC.

By signing this document, I acknowledge that if anyone is hurt or property is damaged during my participation in this activity and/or rental of this facility, I may be found by a court of law to have waived my right to maintain a lawsuit against PLCC on the basis of any claim from which I have released them herein.

It is my choice to waive and not supply Renter's Insurance.

BY: \_\_\_\_\_  
*(Signature)* *(Print)*

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

Please mail the rental application and check to:

MARY SPENCER  
FACILITY MANAGER / PINE LAKE COMMUNITY CLUB  
23819 SE 33<sup>RD</sup> STREET  
ISSAQUAH, WA 98029  
PLEASE MAKE CHECKS PAYABLE TO: PINE LAKE COMMUNITY CLUB