

RENTAL AGREEMENT

Please Print:

Renter's Name: _____ Today's Date: _____

Address: _____ City: _____ Zip: _____

Telephone: (Day/Work): _____ (cell): _____

EMAIL Address: _____

References: Employer: _____ Phone: _____

Neighbor/Friend: _____ Phone: _____

FUNCTION TYPE: _____

Rental Date: _____ Day of Week: Friday / Saturday / Sunday

Payment: Check #: _____ Cash: _____ Total Amount paid: \$ _____

Rental amounts are due now to secure your date

FEES: Friday Night – 5 p.m. to Midnight / \$400.00 + a \$100 cash nonrefundable clean fee

Saturday – 11 am to Midnight / \$600.00 + a \$100 cash nonrefundable clean fee

Sunday - Anytime until 1 pm –Until 11 pm @ \$50.00 per hour + a \$100 cash nonrefundable clean fee

Cash damage deposit is due at the time of check in

****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 – regardless of any time frame. Cancellation prior to 120 days from reserved date will result in 50% loss of your rental fee. Cancellation prior to 60 days from reserved date will result in 100% of your rental fee.

REQUIRED DEPOSITS AT TIME OF CHECK IN:

- A \$300 CASH REFUNDABLE DAMAGE DEPOSIT IS DUE ON THE DAY OF CHECK IN
- A \$100 CASH NONREFUNDABLE CLEAN FEE IS DUE ON THE DAY OF CHECK IN
- A \$50 CASH REFUNDABLE DAMAGE DEPOSIT IS DUE FOR USE OF SOUND SYSTEM
- LOST KEYS – WILL RESULT IN 100% FULL LOSS OF DAMAGE DEPOSIT

This means cash, not a personal check or money order...requires planning ahead

CLEANING FEE: The \$100 CASH cleaning fee covers mopping the hall and restroom floors. An additional fee 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 their trash (restrooms and kitchen included) and placing tables and chairs back to their original position. (Take a cell phone picture to help remember placement)

PLEASE NOTE:

**Premises must be vacated by Midnight – NO EXCEPTIONS .
EVENTS MUST END BY 11 PM AND VACATE BY MIDNIGHT!**

Will you be serving any alcoholic beverages? YES _____ NO _____

Type of alcohol: Beer _____ Wine _____ Other _____

****Kegs may be used only with prior permission from Facility Manager**

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 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 and hired help.** 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 and all 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 to as "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, 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 Name)

Please mail the rental application and check for the rental fee to:

**ATTN: Mary A. Spencer
Facility Manager/Pine Lake Community Club
23819 SE 33rd Street
Issaquah, WA 98029**

PLEASE MAKE CHECKS PAYABLE TO: PINE LAKE COMMUNITY CLUB

If you choose to purchase renter's insurance, please apply at www.theeventhelper.com for Event Insurance. Approximate cost for 200 people is approximately \$130.00. Provide copy at time of check in.