



The Greenway Club, LLC

# Clubhouse Rental Agreement

(Deliver to: The Greenway Club, 1300 Falls River Ave, Raleigh NC 27614)

## Event Information

Purpose of Rental \_\_\_\_\_

Date of Rental \_\_\_/\_\_\_/\_\_\_ Rental Day of Week \_\_\_\_\_

Rental Block Choice (circle one): [7am-11a] [12p – 5p] [6p – 1a] [All Day]

## Contact Information

Greenway Club Member Number: \_\_\_\_\_ [enter N/A for non-members]

Renter's Name \_\_\_\_\_

Renter's Address \_\_\_\_\_

Contact Cell Phone \_\_\_\_\_ Secondary Phone Number \_\_\_\_\_

Email \_\_\_\_\_

## Payment

\$ \_\_\_\_\_ Rental:

\$200 Monday – Thursday, 7am-11am, 12pm-5pm or 6pm-1am; Friday, 12pm-5pm

\$375 Saturday, 12pm-5pm; Sunday, 12pm-5pm or 6pm-1am

\$475 Friday or Saturday, 6pm-1am

\$ \_\_\_\_\_ \$500 all holidays \$500 New Years Eve

\$ \_\_\_\_\_ \$700 to reserve the Clubhouse for the entire day

\$ \_\_\_\_\_ \$75 Cleaning Service (optional)

\$ \_\_\_\_\_ \$25 Pool Table Rental

\$ \_\_\_\_\_ **Subtotal**

~~\$~~ \_\_\_\_\_ \$100 Member Discount when billed to your account. (Member must be present.)

\$ \_\_\_\_\_ **Total (Due upon booking)**

\$ 250.00 Property Damages Fee assessed upon completion of rental under the discretion of management. For more information, please refer to the Clubhouse Rental Terms for renter's responsibilities.

Renters name must be on the credit card. I am the person listed in the Renters name above. Full payment and my signature below confirm my acceptance of all the terms of this Clubhouse Rental Agreement.

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



## The Greenway Club, LLC Clubhouse Rental Terms

**Property Damages Fee**-If any terms of the contract are broken, some or all the Property Damages Fee will be charged to the credit card on file under the discretion of management. The renter's responsibility is not limited to the amount of the property damages fee if the Club incurs damages in excess of the original amount agreed upon at the time of booking, as a result of the rental.

**Lost Key Fee**-a \$50 fee will be charged to the credit card on file for lost clubhouse our dumpster keys.

**Alcohol-** As a renter, you are responsible for overseeing the consumption & distribution of all alcoholic beverages while on property. You must be 21 years of age or older to distribute or consume any alcoholic beverages while you are a guest of The Greenway Club. You are liable for adhering to the NC State Law of alcohol consumption, distribution and promotion.

### **Clean up**

-Cleanup procedure includes vacuuming the carpet, returning furniture to the original position, wiping and cleaning surfaces, as well as any other work required to return the facility to the same condition as it was upon arrival. Trash should be taken to the dumpster, located at the corner of the parking lot, near the soccer field.

-Unless a clean-up fee is paid, the facility must be cleaned within the time of this rental contract. If clean-up services are not purchased on the date of the event, or if the facility is not fully cleaned prior to the end of the rental, a clean-up fee of \$75 will be expected.

### **Time**

-If extra time is needed to decorate, that time must be included in the rental agreement.  
-Any contracted staff (i.e. caterers or DJ's) must also comply with the agreed upon time.  
-All events must end by the contract end time.

### **Noise**

-In compliance with the Wake County noise ordinance, music must be played at a moderate noise level, so that it does not disturb area residents. The noise ordinance is strictly enforced after 11:00pm. It is the renter's responsibility to make sure that any contracted workers and guests are aware of this ordinance.

### **Right to access**

-Club management reserves the right to access the Clubhouse during the rental period.

## **Limitations of Use**

**-Guests are by invitation only.** The Clubhouse may not be used for events that are open to the public. This includes for-profit and not-for-profit events unless approved by management.

**-Applicant must be 25 and at the event.** The applicant signing this rental agreement must be 25 years of age or older and present for the entire duration of the rental period.

**-Fireplace Use.** The fireplace is not to be used for any reason during your agreed rental time..

**-Adult Presence.** Events with attendees under the age of 21 need to have at least 1 adult over the age of 30 for every 10 people under the age of 21 at the Clubhouse during the entire duration of the event.

**-No smoking.** Club grounds are smoke free. Smoking is not permitted only in the designated area on the front porch. Please dispose of cigarette butts in a safe manor.

**-No glass outside Clubhouse.** This is a pool facility where people walk barefoot outside. To protect the safety of the membership, glass is not permitted outside the Clubhouse. If during the rental any glass gets onto the deck or into the pool, the renter agrees to pay for all costs associated with draining, cleaning, and refilling the pool as required by Wake County law.

**-No animals.** Wake County Health codes prohibit animals inside the Clubhouse.

**-Lock up.** It is the renter's responsibility to make sure that the facility is locked upon leaving. This includes all windows and doors.

**-Guest Safety.** The renter agrees to limit the activity of all people present to those activities that do not put personal safety or the safety of others at risk.

**-Decorations or facility alterations** may not be used that will cause damage to the walls, wood, floor, windows, or any other part of Club property, or that result in permanent changes to the facility. No Glitter please. Please inform all people setting up for the event.

**-Items not intended to be thrown out must be removed during rental period.** Anything brought to the facility must be brought in and removed from Club property during the rental contract period.

**-Area available for use.** This rental agreement limits use of the facility to the area inside the Clubhouse as well as the deck space that is not inside the fenced area of the pool. Any additional space required for the event must be pre-approved.

**-Home Theater System.** Configured to play up to 5 DVD's and CD's and ipod or iphone.

## **Personal Property**

**-Renter assumes financial responsibility for all items brought onto Club property.** The Greenway Club is not responsible for the loss or damage to any items not owned by The Greenway Club.

## **Refund Policy**

- 100% refund if canceled in writing 60 days in advance.
- 50% refund if canceled in writing less than 60 days and more than 30 days in advance.
- 50% credit toward future Clubhouse rental if canceled in writing less than 30 days and more than 7 days in advance.
- No refunds or credits for cancellations less than 7 days in advance.