

Lakewood Shores Property Owner's Association, Inc.

7701 E. Cedar Lake Drive ~ Oscoda, MI 48750
Phone (989) 739-2607 ~ Fax (989) 739-7556
E-mail: info@lakewoodshorespoa.com
Web Site: www.lakewoodshorespoa.com

RACQUET CLUB CONTRACT (READ CAREFULLY BEFORE SIGNING)

Date: _____

I, _____ agree to pay Lakewood Shores Property Owners Association (LSPOA) as follows for use of the Racquet Club facility:

- 1. A One hundred twenty-five dollar (\$125.00) *refundable deposit (*to be returned to the member upon inspection of the facility by a POA associate following the event and no violations to this contract have occurred). As well as a one hundred twenty-five dollar (\$125.00) non-refundable use fee.
- 2. Please make sure the following is maintained after your function is over:
 - a. All refuse (from grounds and inside of building) will be deposited in trashcans provided.
 - b. All furniture will be returned to its proper place.
 - c. Due to new ceiling fans, balloons must be kept secured. (If balloons are caught in fans, member will be assessed a \$50.00 charge for removal. Damage, if any, to fans will be billed separately at cost.)
 - d. All missing or damaged items will be replaced at the expense of the member.
- 3. If the facility is not cleaned to LSPOA satisfaction, the deposit will be forfeited. **You must contact POA Security for final inspection at the end of your event at 989-305-1146.** Failure to call may result in forfeiture of your deposit.
- 4. No tents of any nature are allowed on the POA property due to underground sprinkler systems.

NOTE: ANY REQUIRED CLEAN UP WILL BE COMPLETED AS SOON AS POSSIBLE AFTER THE FUNCTION, ESPECIALLY IF THE FACILITY IS SCHEDULED FOR USE THE NEXT DAY.

ALCOHOLIC BEVERAGES - ZERO TOLERANCE WARNING: Any alcoholic beverages consumed during the use of the Racquet Club will not be carried outside the building with the exception of the patio adjoining the "game room". No person under the age of twenty-one years will be allowed to consume alcoholic beverages. Any violations may result of immediate cessation of the activity and closing of the facility. I understand that I am solely responsible for the behavior of my guests. I understand the curfew for use of this facility is 10:00 p.m. and agree that I will cease all activities at that time and make immediate preparations to vacate the facility. I agree to have any costs incurred to LSPOA for cleaning and/or damages billed to my account at a cost to start of \$100.00.

Member Signature

LSPOA Signature

Member Contact number

Deposit Received _____
Use Fee Received

Date of Use: _____

Maintenance Fees Verified by: _____

Time of Use: ____ am/pm to ____ am/pm Copy to Member: _____

Maximum capacity is 75 people. 6 tables, 2 Banquet tables and 40 chairs are provided.

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PLEASE CLEAN UP AFTER YOURSELF!!!

This facility was rented to you in clean and reasonably good condition. Before you leave, please make sure you complete the following:

- _____ 1. Floors: Swept or vacuumed.
- _____ 2. Tables: Cleaned of all debris, litter, dirt, table clothes, tape and staples. Wipe with damp cloth. This includes the tables inside and outside.
- _____ 3. Furniture: All furniture, tables, chairs must be placed in original location.
- _____ 4. Trash: All trash must be placed in the receptacle provided. A container at the Racquet Club is provided on the patio and at the Pavilion the dumpster is available. Please provide your own plastic garbage bags.
- _____ 5. Windows and Doors: Shut and Lock them all.
- _____ 6. Appliances: Turn all of them off.
- _____ 7. Thermostats: Leave as they are, they will be set by Lakewood Staff.
- _____ 8. Kitchen: If you use the kitchen, clean it thoroughly. This includes the sink, microwave and stove. Sweep and mop the floor. Also, if you use the refrigerator and/or freezer, remove your items and make sure the units are left clean.
- _____ 9. Restrooms: Empty trash, sweep and mop floors, make sure toilet, sink and mirrors are cleaned.

NOTE: DO NOT, under any circumstances, place garbage in the kitchen sink at the Racquet Club. You will be held responsible for any clogged drains.

Please note that Lakewood does NOT supply any cleaning products or supplies. If you are not interested in cleaning the facility after your event the Association will clean it for a fee. **THESE ARRANGEMENTS MUST BE MADE PRIOR TO YOUR EVENT.**

I understand that any costs incurred by the Association for cleaning and/ or damage will be billed to my account.

Thank you for your cooperation.

Property Owners Signature

LSPOA Signature