

CHESTNUT GROVE II CONDO ASSOCIATION

COMMUNITY BUILDING RULES

The Community Building is for all residents to use. The facility is expected to accommodate more than one activity at a time (i.e. Exercise; Book Clubs; Games; Meetings, etc.). The board will set priority in the event of a conflict. Remember to always respect other residents using the facility. Residents will not have access to the building during private parties.

The Community Building is a **NO SMOKING - NO PETS** facility (except for service dogs.)
NO SMOKING OF ANY KIND, INCLUDING E-CIGARETTES.

No guest, children or grandchildren shall have access to the building without the presence of the host resident at all times. Any damage caused by a resident or resident's guest will be billed to the resident for repairs or replacement.

No CGIICA property shall be removed from the building without written permission from the Chairperson of the clubhouse committee.

When Decorating -

- No Balloons are permitted
- No tape or tacks on the walls, furniture, window frames, treatments, trim, blinds, etc.
- Rules for Community Building use (as posted in the building) must be followed.

All windows and doors shall be secured when leaving the building.

If any resident should observe/find the rules not being followed by another resident or guest, the incident should be reported to the committee, in writing, for appropriate action. No resident is expected to take action on their own.

The Community Building is available for gatherings of various functions. These events must be booked in advance with the Board Secretary. After receiving your request to check the availability of your date plus applicable fees (if any), the event will be placed on the Master Calendar.

1. Events organized/sponsored by a CGIICA committee there will be No Fee for use of the building and should be booked as above. If there is a charge for the function (i.e. a catered meal, etc.), receipts and expenses are to be run through the CGIICA treasury.
2. Events sponsored/organized by an individual(s) i.e. private parties or gatherings, there will be a rental fee of \$ 50.00 and a security fee of \$ 75.00. When booking these events, with the Board Secretary, indicate an estimate of the number of guests and include two checks made payable to "Chestnut Grove II Condo Association". The building will be checked within 24 hours after party date. If the building is found to be in a clean condition and undamaged, your security check will be returned un-cashed.

The organizers/attendees are responsible to leave the facility in a clean condition. Rules for clean-up are posted above the sink in the kitchen of the Community Building.

Rev. #1 effective – 11/1/2014. Rev. #2 effective 11/1/2017

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Clubhouse Rental Agreement

Please complete this form to reserve the clubhouse. This application must be received at least 14 days before the date of your reservation. Return the form to the Board secretary along with the checks made payable to the Chestnut Grove II Condo Association in the amount set forth in the Community Building rules.

The owner/renter is responsible to cleanup, remove all trash, and returning the tables and chairs to their original position. The owner/renter agrees to be in the building during the event (while any guests are there). If everything is found to be in order, your security check will be returned to you uncashed. Any damages/cleaning in excess of the security deposit will be the owner/renters responsibility.

The use of the pool table and exercise equipment **are not** included in the rental.

All reservations are on a first come basis.

Rental hours are: 11:00 A.M. to 10:00 P.M.

Residents/Owner's Name (Printed) - _____

Residents/Owner's Signature - _____

Address - _____

Home Phone - _____ Cell - _____

Date of Party - _____ Hours- _____ to _____

Estimated number of guests _____

Additional Comments - _____