



Clubhouse Use Agreement

The following conditions are required for use of the Liberty Landing Clubhouse. The undersigned resident agrees to comply with these conditions:

- **Security Deposit:** Resident agrees to provide a \$100.00 security deposit at the time of reservation approval. The security deposit will be returned on the next business day following the day of use if the clubhouse is left clean and no damage is evident.
- **Resident Must Be Present:** The Resident listed on this agreement must be in attendance at the function and is solely responsible for event and guest behavior. No person under the age of 14 shall be in the clubhouse unattended at any time.
- **Decorating:** Please do not use confetti in the clubhouse and do not put tape on painted surfaces.
- **No Smoking:** There is no smoking in the clubhouse. Please make sure that guests who smoke outside place cigarette butts in the container provided outside, and do not use the planters, deck or lawn as an ashtray.
- **Alcohol and Drugs:** Illegal drugs and underage drinking are prohibited. Please drink in moderation and be responsible. Keep all alcoholic beverages inside the building.
- **Event Hours:** Event and clean-up must be done no later than midnight and all persons must be vacated by that time.
- **Clean-Up/Close up Procedure:** Resident must be sure to:
 - replace furniture to its original location
 - remove all decorations and put away or dispose of properly
 - wipe off all tables, launder dish cloths & towels used (at home) and return within 48 hrs.
 - sweep kitchen and entry area, clean up any spills
 - vacuum carpet
 - clean kitchen, stove, oven, microwave, and restroom areas
 - remove all trash bags and put them in the proper trash container in the outside trash corral, and place new trash bag in the kitchen trash container.
 - secure the building by: making sure that the double doors, front door, back door, and sliding doors are locked and all windows closed securely. Please leave the entry lights on. Place the key in rent drop slot as you are leaving.

By signing this agreement, the Resident acknowledges that failure to comply with the conditions above may result in loss of security deposit and damages above and beyond that amount will be billed to the resident. The Board of Directors reserves the right to revoke and deny any future clubhouse use requests and privileges in the event that gross negligence occurs during any event.

Date and Time that Clubhouse is being reserved: _____

For _____

Resident name and Address:

Resident Signature _____

Date _____

Approve by: Cooperative Resident Office Manager _____

In the event of a clubhouse emergency, call 816-560-6297 or 816-679-8783

Revised 12/2021