

LAKE TARPON SAIL & TENNIS CLUB COMMON ELEMENTS CLUBHOUSE RESERVATION AGREEMENT

Reservations of the Clubhouse are limited to unit owners in good standing or their renters. Owners who are currently renting their unit are not eligible for clubhouse reservations. The reservation of the Clubhouse only includes exclusive use of the upstairs of the Clubhouse. Use of all facilities on the first floor are still available to all other residents. The billiards table shall be included in the exclusive use of the second floor – with a top for the table provided to be used as a serving table if you so choose. Reserved functions may only be for social events, and not for any commercial or “for profit” functions. All guests are expected to adhere to the Rules and Regulations set forth by Common Elements, and the Lessee is responsible for all guests.

The Lessee Agrees to the following:

1. All events must be approved and scheduled in advance with the Fundraising Committee (FRC). The FRC has the right to deny any functions it deems unsafe, unsuitable, or exceeding the number of guests permitted pursuant to the fire code.
2. A \$100 non-refundable fee will be charged for all reservations, due at time of signing the Reservation Agreement, in form of check or money order. In addition, a separate check or money order must be provided in the amount of \$100, as a refundable deposit for damages.
3. An inspection of the Clubhouse prior to the event will be conducted by the Lessee and a representative of the FRC. Any pre-existing damage will be noticed and initialed by both parties. The FRC representative will walk through the Lessee to ensure a full understanding of their set-up and break-down responsibilities, as well as cleaning.
4. The Lessee shall provide their own garbage bags and other paper products.
5. The Lessee understands that there is no cooking, reheating, or exclusive use of any kitchen facility.

6. Within 24 hours of the conclusion of the event, a representative of the FRC will inspect the Clubhouse for any damages. All or part of the security deposit may be withheld to cover any costs for damages, repairs, additional cleaning, or other damage. A full accounting of all damage will be provided by the FRC to Common Elements Board for their review/approval of the damage report. Any damages exceeding the deposit shall be paid within 10 days of receipt of the damage report. If the damages do not exceed the deposit, the remaining deposit will be returned to the Lessee.
7. The Lessee must be in attendance at all times during the function. The Lessee assumes full risk, liability, and financial responsibility for any loss, damage, or additional cleaning to common elements property caused by those in attendance.
8. The number of guests shall be limited to 50. Parking is very limited, and we encourage Lessees to inform their guests of the same. Guests may park around the circle of the clubhouse, and along the grass by the Tennis Courts. Utilization of Club I and Club II guest spots are subject to approval by the following board members:
 - a. Club I – John Haverty – (727) 504-0451
 - b. Club II – Trixi Emden – (281) 222-6650
9. Smoking is not permitted anywhere in the Clubhouse.
10. Pets are not allowed in the Clubhouse, with the exception of registered Service Animals, which must remain on leash.
11. Decorations are NOT to be fastened or attached to walls or ceilings in any manner that is damaging to the property. All decorations must be removed following the event; no decorations of the Common Elements property shall be removed.

12. Furniture should not be moved, other than setting up and putting away folding tables and chairs. All permanent furniture shall remain in its place.
13. No doors shall be kept open, including but not limited to, the front door, the back sliding doors, and most importantly – the upstairs Fire Exit – which is only to be used for EMERGENCY ONLY.
14. All events must end by 11 p.m.
15. Obligations of the Lessee:
 - a. Clean all tables that were used, and all chairs that were used.
 - b. Place tables in chairs in their appropriate place.
 - c. Lock all doors.
 - d. Clean bathrooms.
 - e. Ensure all lights and fans are turned off.
16. Rental of Additional Décor:
 - a. The FRC has available for rent certain décor and items, which can be added to the cost of the event for a small rental fee. Pictures of the items will be provided. Items include, but are not limited to, linens, table runners, décor, center pieces, and more. Any damage to these items will result in an additional fee for replacement.
 - b. SET UP/BREAK DOWN – for an additional fee of \$200, a representative for the FRC will set up and take down tables and chairs and set up any chosen décor. The Lessee shall still be responsible for any cleaning.
17. Clean up and key return must occur by Noon the following day, unless other arrangements have been made.
18. Violations of this Agreement may result in an inability to rent the Clubhouse in the future.

19. You cannot deny entry to any resident entering the Clubhouse in the non-reserved portions of the building, mainly, the entire first floor.

20. Should there be any issues that occur during your reserved event, please contact Michael Rozum, Fundraising Committee President, at (727) 777-2728.

BY SIGNING THIS AGREEMENT, YOU AGREE THAT THE CLUBHOUSE WILL BE USED APPROPRIATELY ACCORDING TO THE RULES AND REGULATIONS OF THE COMMON ELEMENTS, AND BE LEFT CLEAN AND DAMAGE FREE. YOU FURTHER AGREE THAT YOU FULLY UNDERSTAND THAT TERMS AND CONDITIONS OF THE RENTAL AGREEMENT YOU ARE SIGNING.

Reserving Party Name: _____

Reserving Party Club/Unit: _____

Reservation Date/Time: _____

Event Purpose: _____

Number of Anticipated Guests: _____

SIGNATURE OF LESSEE: _____

SIGNATURE OF FRC REPRESENTATIVE: _____

Deposit/Payment Received on: _____