

Spring Run Clubhouse Rental Form

- Homeowner **MUST BE PRESENT** during the **ENTIRE** event & may not have more than 50 guests in attendance.
 - Clubhouse events **DO NOT** include exclusive use of the pool, weight room or pool table. The pool does not have a lifeguard. Homeowners always have access to the phone, first aid kit, and restrooms during your event.
 - A \$25.00 cancellation fee will be assessed for scheduled rentals that are canceled.
 - The clubhouse must be reserved for private events when more than 6 people will attend.
 - A deposit is required at the time of the reservation to hold the date. Reservations include all levels of the clubhouse. Reservations are not permitted to overlap. 4-hour events require \$150.00 deposit and 8-hour events require a \$300.00 deposit.
 - Cleaning of the clubhouse is to be done immediately after the event. You will need to supply some of your own cleaning supplies, as well as a sweeper, mop, and broom. The floors must be mopped & swept, all surfaces must be wiped down, trash needs taken to the outside totes, and bathrooms need to be cleaned. Interior and exterior decorations must also be removed immediately after the event. This includes all signs, balloons and directional information. Noncompliance will result in forfeiture of the deposit. **Do not use tape or nails on walls and do not move furniture from floor to floor.**
 - Your key fob will provide access to the clubhouse. No additional keys are necessary.
 - No pets are allowed in the clubhouse, pool area, or on the clubhouse grounds at any time.
 - The pool and clubhouse are **nonsmoking facilities**. The homeowner is responsible for making sure their guests do not smoke anywhere other than an approved area. Currently the only designated space is the cabana near the pool. **A loss of deposit PLUS a \$50 fine will be applied if evidence of smoking is found anywhere other than the cabana. The clubhouse interior and exterior is monitored 24/7 by video surveillance. Law enforcement will be notified to investigate possible illegal activities.**
 - The deposit can also be forfeited due to abuse of the facility and grounds. Access for rental may then be denied for at least 6 months. All fines and bills for damages must be paid-in-full before privileges are restored.
 - Commercial ventures are not permitted in which the exchange of money takes place (Avon, Tupperware etc.).
 - Setup for your event shall be no earlier than 2 hours before scheduled rental time. BrodMor Management Company will NOT clean if there are two back-to-back gatherings in the same afternoon. Please call BrodMor Management Company 330.726.7330 to leave a detailed message, if a cleaning problem is noted before your gathering.
 - A limited number of tables and chairs are available for party use. At the end of your event, the tables and chairs must be returned to the storage closet. Not returning them may result in the loss of your deposit. You are not permitted to setup any additional tables and/or chairs in the pool area. You are not permitted to set-up stereo equipment outside the clubhouse, including but not limited to DJ's. Please be courteous to surrounding unit owners.
 - Any requests for deviation from these rules must be approved by the BrodMor Mgt. office &/or Trustees in advance.
 - Renter must ensure that the guests' parking does not impede on the safety of the property or the convenience of other owners. No double-parking, no blocking fire hydrants, allow for emergency vehicle access, no parking on grass or along the grass line, no blocking driveways, etc. You must monitor the parking situation throughout the rental time.
 - The trustees must approve all reservations and require a 7-day advance notice.
 - Thermostat is preprogrammed. Set it to desired temperature & it will automatically reset itself after your event.
 - The fire place is self-lighting...just flip the switch on lower right edge of glass door frame.
 - The trustees reserve the right to require event security at the expense of the homeowner.
 - Deposit refunds (\$75 for a 4-hour event and \$150 for an 8-hour event) will be refunded at the end of the month by mail if all rules are followed and the clubhouse is properly cleaned.
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Spring Run

CLUBHOUSE RENTAL INFO & RULES

Clubhouse hours: 7:00 am to 10:00 pm - 7 days a week

Make check payable to: **Spring Run Condo Assn.**

Mail to: BrodMor Inc.

822 East Western Reserve Rd

Youngstown, Ohio 44514

Call (330) 726-7330 ext 10 with questions

Detach here, mail in bottom part, keep top for your records

Spring Run Clubhouse Rental

I have read the above rental guidelines and agree to abide by them.

If any rules are broken, I understand I will forfeit my deposit.

Homeowner: _____ Unit Address: _____

Phone #: _____ Date Requested: _____ Time: _____ am/pm to _____ am/pm
(Date of rental)

Please provide a brief description of your planned event: _____

*Reservation will not be held until deposit is received

Management/ Board use only:

Action by the Board [] Approved [] Disapproved

Deposit received _____ / _____ / _____ Check# _____ Amount\$ _____