



Clubhouse Reservation Information

Lessor: Adams Farm Swim & Tennis Club, LLC

Lessee Information:

Name: _____ **Member #:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Home Phone:() _____ **Alt Phone:**() _____

Date Requested: _____ **Time Requested:** _____

Rental Information:

LESSEE _____ hereby applies to rent the Adams Farm Clubhouse on _____ 20____; from _____ to _____

The facility will be used for the following purpose:

DEPOSIT INFORMATION:

Credit Card #: _____ **EX Date:** ____/____

Name of Cardholder: _____

ALCOHOLIC BEVERAGE INFORMATION:

LESSEE will be serving the following alcoholic beverages:

BEER _____ **WINE** _____ **LIQUOR** _____

Lessee has obtained a Limited Special Occasion License for this event: YES or NO

Clubhouse Rental Policies

General Rental Rules and Policies:

Lessee must be a current member of the Adams Farm Swim & Tennis Club in good standing for 90 days. Lessee must be 21 years of age or older at time of reservation. Lessee must be present for entire function, and is responsible for all guest and their actions. Lessee is responsible for any and all damages to the clubhouse, pool and general property while in possession of rental key. Lessee may not nail, staple or affix decorations to property that results in permanent changes to property. Lessee will be financially responsible for any tampering or damage to video and or sound equipment. Lessee is responsible for all contracted work, including by not limited to a DJ or catering company. Management reserves the right to visit the club during rental to ensure Lessee complies with all rules and policies. If, at any time, Management finds Lessee in violation of any of the Contract Policies, Management reserves the right to terminate rental, resulting in the forfeiture of the security deposit.

I agree to abide by all rental rules and policies: _____

Security Deposit Policies:

Lessee agrees to pay a **\$100.00 security deposit** to reserve the day and time for rental. Security deposits must be made on a Credit Card held in the name of the Lessee. No rental will be final until Adams Farm has received the completed contract and security deposit. Security Deposit must be received within 48 hours prior to rental. Adams Farm reserves the right to retain the security deposit in the event of cancellation or violation of any or all rules agreed upon in contract.

I agree to all of the above security deposit policies: _____

Payment Policies:

Cost of rental is **\$35.00** per hour. ***Time used to set up and take down will be included in rental cost.*** Payment is due within 48 hours upon completion of the rental. If payment is not received within the allotted time, Adams Farm reserves the right to charge all rental fees to the Credit Card provided for the security deposit. Payment may be made in cash and on all major credit cards. If payment is not made within 48 hours and Adams Farm is not able to charge payment to a provided Credit Card, the security deposit will be forfeited in addition to all rental fees.

I agree to all of the above payment policies: _____

Rental Cancellation Policies:

Cancellation of a rental must be received by Adams Farm ***48 hours prior to the day and time*** agreed upon in the contract. Cancellations must be made in writing and submitted either by E-mail or fax. Verbal cancellations are not accepted. Any cancellations that are not formally submitted in a time appropriate manner will result in the forfeiture of the security deposit.

I agree to all of the above rental cancellation policies: _____

Alcoholic Beverage Policies:

Lessee assumes full responsibility for any and all alcoholic beverages that are served on the property during the rental. Lessee may provide, but not charge for, beer and unfortified wine during the rental. The provision of fortified wine and liquor is strictly forbidden, unless Lessee obtains a Limited Special Occasion License. Lessee must provide all alcoholic beverages; guests may not bring their own. No guest under the age of 21 may be served alcoholic beverages of any kind. Intoxicated guests may not be served and may not be permitted to drive after event. Lessee assumes all responsibility of guests who have been drinking. Adams Farm will not be liable for any injury occurring as a result of possible intoxication. Any damages or fees that result from the violation of the alcoholic beverages policies will be the responsibility of the Lessee, and will also result in the forfeiture of the security deposit.

I agree to all of the above alcoholic beverages policies: _____

North Carolina Public Peace and Order Policies:

Lessees and their guests must adhere to all North Carolina Public Peace and Order Policies. These policies include, but are not limited to, local noise ordinances, indecent behavior in public places, and loitering. Adams Farm will provide Lessee with a copy of all related state and local ordinances upon request. Any fines resulting from violation(s) of these ordinances will be the sole responsibility of the Lessee, and will also result in the forfeiture of the security deposit.

I agree to abide by all North Carolina Public Peace and Order policies: _____

Clean-up Policies:

The cleanup and care of the Clubhouse and general property are the sole responsibility of the Lessee. The Clubhouse must be swept and vacuumed, and all trash picked up and emptied in the dumpster, provided on the property. All clean-up must be completed by 7:30am the day after a rental, unless prior arrangements have been made with Management. Arrangements will be specified in the contract, and initialed by both the Lesser and Lessee. Any failure to complete the Cleanup in a timely manner will result in the forfeiture of the security deposit.

I agree to abide by all cleanup policies: _____

Clean-Up Arrangements contrary to contact policies: _____
