

NWHCMUD19 CLUBHOUSE RENTAL POLICY

Pursuant to the facility use and rental guidelines, the NWHCMUD19 Clubhouse may be rented with the following knowledge and under the following conditions:

- Lessee must sign the Lease Agreement acknowledging that he/she understands this policy.
- Rental fee must be made in full prior to or at time of pre-walk (cash or check only).
- A maximum of 40 guests are allowed inside the Clubhouse (per Fire Marshal).
- A pre- and post-inspection of the facilities is required before and after your event as part of your rental agreement. You will be asked to inventory and inspect the facilities (i.e. # of tables/chairs and their condition; bathroom & kitchen floors, countertops, and appliances clean; ceiling fans/lights in working order, etc.). Note: You are responsible to report any prior issues of damage or unclean conditions noted at time of pre-walk or you will be held responsible at time of post inspection.
- If a staff member is called to respond to an issue during your event, lessee may incur a charge of \$10, if the problem was not the responsibility of NWHCMUD19.
- For safety and liability purposes, the curved stairs and loft area are off limits. Please do not allow children to play on stairs during your event.
- Your reservations are for the interior clubhouse only and do not include the pool. All outside facilities remain open to the community. Should your event overflow outside, please show courtesy and respect to other guests enjoying the facilities. Complaints by our residents may result in loss of privileges.
- Alcoholic beverages, illegal substances, drugs, and guns are not allowed on the premises (inside or out).
- The clubhouse is located in close proximity to residential homes. Be considerate of neighbors. No loud noise/music/talking after 9pm outside the Clubhouse.
- No helium balloons may be used inside the Clubhouse. (They cause damage when caught in fans.)
- Toilet paper, paper towels, and some cleaning supplies are provided.
- Protect kitchen appliances and countertops. Do not place heavy objects or hot items on countertop. Be careful of items placed in the garbage disposal. It is suggested that water be run through coffeemaker a couple of times before use.
- Following your event, you are responsible to:
 - Sweep and mop ALL floors.
 - Thoroughly wipe down/clean all kitchen countertops and appliances used during your event.
 - Clean all bathrooms, to include toilet, mirror, sink, and countertops.
 - Pick up ALL trash; both inside the Clubhouse and on the grounds/parking lot/ curbside that is left by you and your guests and place inside trash receptacles located in fenced area outside back door of clubhouse. Help us keep our facilities clean & cared for!
 - Thermostat to be left at 75 degrees upon departure.
 - Note: Many times there is another reservation scheduled immediately following yours and this expedites preparing the facility for the next party.
- Upon departure, check to make sure all windows and doors are closed, locked, and building is secured.

RENTAL RATES (effective January 1, 2019)

The following rates shall be charged for use of the district's clubhouse facility located at 25922 Drybrook, Spring, TX 77389:

A. **Youth Organizations** (i.e. Girl Scouts, Boy Scouts, Other Educational-Based groups): __\$5.00/meeting

B. **MUD19 Resident Non-Profit Groups** (i.e. Church groups, Bunko, Book Club, etc) :

__1-3 Hrs Rental 10 __3-6 Hrs Rental \$20 __ All Day Rental \$30

C. **MUD19 Resident Private Party:** __1-3 Hrs Rental \$15 __3-6 Hrs Rental \$25 __ All Day Rental \$40

D. **Non-MUD19 Resident or For-Profit Group:** Rental considered only upon special request & rates determined at that time.

Initials Date