



## Clubhouse Rental Terms and Conditions

### **Rental Approval**

Mill Creek Falls Master Property Owners Association (HOA) must approve and execute all rental agreements prior to Homeowners receipt of a key and alarm code.

Approval period is 7-14 days. Applications submitted less than 7 days prior to the requested event may not be considered.

### **Rental Availability**

Clubhouse is available for private rentals as follows:

- Availability will be based on a first-come, first served basis.
- Community events receive priority during scheduling.
- Clubhouse is for residential use or community event approved by Forest City Land Group.

### **Eligibility for Rental**

Homeowners renting the Clubhouse must be in good financial standing with the Association.

Homeowners renting the Clubhouse must be 21 years or older.

**Homeowner must remain on-site for full duration of rental.**

### **Rental Fees**

Security Deposit Required:	\$200.00
Rental Fee (Resident):	\$30/hr (1st hour); \$20/hr (for any additional hours)

Security Deposit and Fees to be paid in advance at time of application for Rental.

Rental includes Great Room, Kitchen & Patio Area (150 Guest Maximum). Pool is not included in the rental of the clubhouse.

Private rental of the Clubhouse is not final until all of the following has occurred:

- Rental Agreement is executed by both Homeowner and HOA
- Deposit check has been received by HOA

\_\_\_\_\_  
Homeowners  
Initials

## Rental Rules and Guidelines

1. Homeowner assumes all personal injury liability for guests during the event.
2. Homeowner assumes liability for all damage to the Clubhouse property (including pool and surrounding areas) and injury to the Clubhouse staff arising during the event.
3. Homeowners are responsibility for any damage to the walls, wood, floor, windows, furniture or any other part of the Clubhouse.
4. Homeowners will assume all financial responsibilities for damages.
5. All Clubhouse items and décor must be returned to their proper location prior to end of rental period.
6. Set-up and decorating is only allowed during rental period.
7. Management reserves the right to be present or visit the Clubhouse during the rental.
8. Violation of any community or Clubhouse rules may result in termination of rental and forfeit of deposit.
9. Alcohol may be served (not sold). Homeowners must obey all state alcohol regulations and are responsible for fines should those laws be violated.
10. Homeowners may not charge admittance to the Clubhouse.
11. No smoking in the Clubhouse.
12. The Deposit Fee will be refunded within 30 days, up to the amount given, after a “walk through” of the facility has been completed by Management.
13. The Clubhouse does not provide food, drinks, paper products or utensils for any event.

## Clean Up Procedures

### Required clean up:

1. All personal items (food, beverages, decorations, etc.) must be removed from the premises.
  2. All trash must be deposited in the dumpster or removed from the premise.
- Note: If the alarm is activated due to rental, the Homeowner may be held responsible for any fines and/or expenses.

---

Homeowner  
Initials



**Please return for to:**  
**Mill Creek Falls Property Owners Association, Inc.**  
**c/o Cornerstone Community Management**  
**Attn: Jack Bell**  
**1520 Uwharrie Point Parkway**  
**New London, NC 28127**

### Clubhouse Rental Agreement

Please read and complete the following to request private use of the Mill Creek Falls Clubhouse.

This agreement is not valid unless executed by Cornerstone Community Management on behalf of Forest City Land Group.

#### Homeowner Information

Home Owner \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell phone \_\_\_\_\_ Work Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

#### Rental Information

Date of Rental \_\_\_\_\_

Time of Rental (includes setup/clean up) from \_\_\_\_\_ to \_\_\_\_\_

Description /Purpose of Event:

\_\_\_\_\_  
\_\_\_\_\_

#### Homeowner Acknowledgement

I have reviewed and understand the Terms and Conditions attached hereto. By signing below I acknowledge and agree to the attached Terms and Conditions.

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date

#### Mill Creek Falls Property Owners Association (HOA)

Cornerstone Community Management, on behalf of the HOA, has reviewed the terms, hereof, and hereby consents to allow the Homeowner named above to rent the Clubhouse at the date and time stated above, contingent upon the Terms and Conditions attached hereto. If any of said Terms and Conditions are violated, we reserve the right to ask your group to vacate the premises at any time during the event. We also reserve the right to cancel any planned event due to unforeseen difficulties.

\_\_\_\_\_  
Cornerstone Community Management

\_\_\_\_\_  
Date