

# 751 SOUTH CLUBHOUSE AMENITY RENTAL AGREEMENT FORM

**\*\* Special Group Authorized Use (Fee Waived) \*\***  
**751 South official groups/clubs may utilize the clubhouse at no charge**

*Note: Only owners may rent the facility. This Agreement can only be signed by an owner that lives within the 751 South community.*

This agreement is made between 751 South Homeowners Association and the undersigned Owners of the 751 South Community for the rental of the clubhouse.

Clubhouse Rental includes the **Clubhouse only** and the kitchen and bathrooms within the facility. It does not include the Patio outside of Clubhouse, Pool, Pool House, Fitness Center, Playground, and Mail Room.

**\* Date/time of clubhouse rental must be reserved at least 96 hours (4 business days) in advance. \***

## Rental Information

*Clubhouse Rental Times: 9:00am ET (no earlier than) - 11:00pm ET (no later than)*

Rental Request Date: \_\_\_\_\_

Start Time of Rental: \_\_\_\_\_

End Time of Rental: \_\_\_\_\_

*\*Note: Time should include setup of event and clean-up time after event as part of your blocked time, which will occur on the same event date.*

Event Planned: \_\_\_\_\_ Approx # of Guests: \_\_\_\_\_

Owner's Name (Host): \_\_\_\_\_

Owner's Address (Host): \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Amenity Key Fob# (Please provide the first five digits): \_\_\_\_\_

Your key fob(s) will be re-programmed for the rental time specified above; owner is responsible for the clubhouse for the entire rental time. Initial \_\_\_\_\_

**\*Note: Your fob will be programmed to give you temporary access to the clubhouse.  
Date/time of clubhouse rental must be reserved at least 96 hours (4 business days) in advance.**

## **Terms and provisions of this Agreement are as follows:**

1. "Host" shall mean all Owner(s) signing this Agreement. Fee waived for clubs/groups.
2. The 751 South Owner must sign and return this completed Agreement Request Form to CAS, Inc. at least 4 business days prior to the requested rental date:

via email:

[merinda@casnc.com](mailto:merinda@casnc.com)

or mail:

751 South C/o CAS, Inc.  
5915 Farrington Road Suite 104  
Chapel Hill, NC 27517

3. Host must be present for the duration of the event and is jointly and severally liable for all obligations under this Agreement.
4. After each rental of the clubhouse, the Host is required to leave the space in the same condition as before the Event. This includes but is not limited to:
  - the disposing of the garbage off-site, vacuuming, and cleaning the kitchen.
  - Shutting off any electrical and heating appliances that were utilized during the event and removing all personal products including perishable and non-perishable items from the refrigerator kitchen, and adjacent common areas within the clubhouse.
  - If the Clubhouse or adjacent common areas require additional cleaning and/or the facility or any contents are damaged, the Host, at the sole discretion of the Association, is liable and shall reimburse the Association for its reasonable costs and expenses incurred.
  - The Host is responsible for turning off all lights, locking all doors/windows, and activating the alarm system upon exiting.
5. The Association shall add any cleaning costs, costs for penalties against the Rental Agreement, any costs or expenses necessitated by any damage to the Clubhouse, contents or adjacent common areas to satisfy or partially offset such costs or expenses. These costs/fees will be added to the Homeowner's Association account and are subject to Delinquent and/or Collection Fees, as with unpaid Assessments.
6. Reservations will not be accepted more than three months in advance.
7. The Clubhouse is available for private events from **9 am-11pm ET from Thursday-Sunday**
  - Limited reservations for the following holidays: New Years, Memorial Day, July 4th, Labor Day, Thanksgiving, and Christmas
  - Balloons and decorative items can be utilized at the discretion of the Owner (Host) renting the facility. However, if there is an issue with balloons getting loose and floating to the ceiling or items gravitating to an area where they cannot be removed by the Owner (Host) prior to their rental completion, the cost for a professional to come out and have it removed will be billed to the Owner (Host).
  - Please do not tape anything to the walls as it could damage the paint surface, and the repairs will be charged back to the Owner (Host), if this occurs.
8. The Clubhouse is not available for pool parties. The doors leading onto the pool deck shall be kept locked at all times. Absolutely no pool tables or chairs are to be reserved for a Clubhouse event.

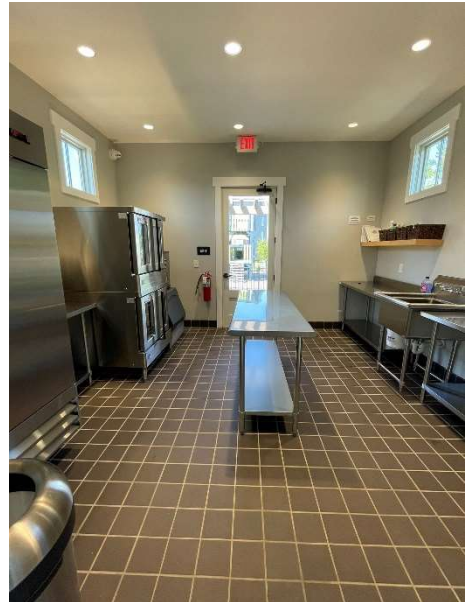
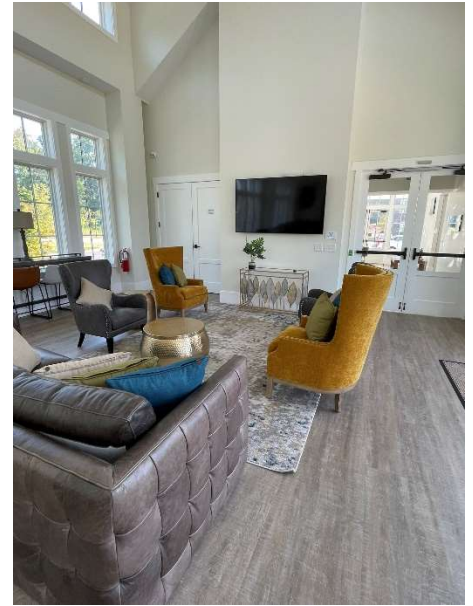
9. The Host is responsible for alcohol consumption and compliance with alcohol beverage laws and regulations. Please make sure your guests drink responsibly. The Host expressly assumes any and all social host liability which may arise out of or relate to the use of alcohol and the liability associated with occupancy of the Clubhouse for the Event.
10. There is **NO** smoking on the Clubhouse Amenity grounds to include clubhouse, pool area, pool house, mail room, fitness center, sidewalks leading to the amenities, and Clubhouse Amenities parking lots. All smoking will need to occur off-grounds outside of the noted areas.
11. Host shall ensure that the door to the bathroom area is left open, door locks engaged, and alarm system activated prior to leaving the facility.
12. The Host expressly agrees and covenants to release, indemnify and hold harmless 751 South Community and CAS, Inc., and their respective officers, directors, agents, employees, independent contractors and volunteers (the "Released Parties"), from any and all harm, damages, claims, fines, suits, demands, actions or other liability, including without limitation personal injury, death, or property loss of any person, and including costs and expenses of any kind or nature whatsoever including without limitation attorney's fees, which arises out of, relates to or results from the use or occupancy of the Clubhouse and related common areas for the Event.
13. The Host is responsible for the conduct of all guests. The Host expressly assumes liability for any and all damage to the Clubhouse, its fixtures, furniture and other items of personal property, or to the related common areas, which arises out of or relates to the use or occupancy of the Clubhouse for the Event. These costs/fees will be added to the Homeowner's Association account and are subject to Delinquent and/or Collection Fees, as with unpaid Assessments.
14. Please ensure vehicles are parked using designated parking lots in the back of the Clubhouse or allocated on the street for parking usage. Please ensure owners or guests are not double parked, and that community resident driveways are not blocked.
15. Violations of any of these terms constitute grounds for the Association to terminate the Event and charge additional fees. The Board of Directors holds the right to charge additional fees, refuse any rental and suspend rental of the Clubhouse for any owner for up to one (1) year if misconduct occurs.

**Understood and agreed to:**

Owner Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Amenity Center Clubhouse Photos

The amenity center clubhouse inventory includes; television with remote, 2 dining tables which seat 5 each, 1 coffee table, 2 benches, 1 couch, 12 arm chairs, 2 high top tables with 4 stools each, cabinet, 4 folding tables which seat 8 (in closet to the left of the television), framed photos and paintings, 3 stainless steel trash cans, a commercial stainless steel refrigerator, stainless steel warming oven, ice maker, cleaning supplied (vacuum, mop, broom, dish soap, wipes, trash bags, etc.)





# 751 South Clubhouse Rental Checklist

**At the end of your rental, please use this checklist to be sure that you leave the Clubhouse as it was found.**

Owner (Host) Name: \_\_\_\_\_

Rental Date: \_\_\_\_\_

Committee Member: \_\_\_\_\_

**Please leave completed form on the kitchen island.**

## Post Rental Checklist:

Did you:	Renter	Yes	No	Committee Member	Yes	No
Clean kitchen, wiping down all surfaces		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Clean refrigerator of any products that renter brought with them		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<i>Do not leave any products behind, take everything with you that was supplied by you.</i>						
Sweep, vacuum and mop all areas used by the renter		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Empty all trash and move to external trash carts (carts stored on the opposite side of the pool house)		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Place all furniture & fixtures back to the original position		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Clean restrooms by wiping down the counters and emptying the trash.		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Ensure all lights are shut off and doors are closed and locked at the end of the rental.		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Verify all 3 thermostats (lobby, main hall and kitchen) are set to 75 degrees.		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Please provide any issues / suggestions:						

## Other Helpful Reminders

1. Ensure guests do not enter clubhouse wet from the pool. If this occurs, please be sure that it is immediately cleaned up by using mop provided.
2. When renting the property, the park next to the club house can be used but requires the park to be cleaned of any debris remaining from your event.
3. There is no smoking in the clubhouse at any time. Doing so will result in additional cleaning fees.
4. Renter must remain on the premises during the entire rental period.
5. If the cleaning of the facility is not complete, an additional cleaning fee will be applied.