

WOMANS CLUB OF MACCLENNY CLUBHOUSE RENTAL AGREEMENT

Rules

1. Clubhouse will be rented on a first come/first served basis. Anyone wanting to rent the Clubhouse must do so through Woman's Club of Macclenny by contacting Rental Contact, **Jessika Johns, 813-956-0227**. All fees must be paid 2 weeks prior to rental date OR paid in cash if 1 week prior to rental date.

2. THE TIME OF THE RENTAL AGREEMENT CONTRACT IS 1:00AM THE MORNING OF THE RENTAL UNTIL 1:00AM THE NEXT MORNING. RENTERS MUST HAVE THE CLUBHOUSE CLEAN AT 1:00AM FOR THE NEXT RENTAL.

3. **NO TAPE, NO TACKS, NO PUTTY, NO OTHER ATTACHING DEVICES shall be used to attach anything to walls, ceilings, doors, windows, woodwork. And DO NOT REMOVE anything currently attached to the walls. Attaching anything else to walls, ceilings, doors, windows, woodwork will be considered to be DAMAGES to the Clubhouse or equipment belonging to the Clubhouse. DAMAGES will be deducted from Security Deposit. All DAMAGES to the Clubhouse or equipment belonging to the Clubhouse in excess of the Security Deposit must be paid by the person(s) signing the Rental Agreement.**

4. **THERE SHALL BE NO ALCOHOLIC BEVERAGES SERVED, DISTRIBUTED, CONSUMED, OR SOLD ON THE PREMISES. Also Baker County can enforce Ordinance #98-15, which carries a \$500 fine and maximum 1 year in jail for violations. Additionally, this violation will cause the loss of the Security Deposit.**

5. NO SMOKING IS ALLOWED IN THE CLUBHOUSE OR ON PORCH.

Rules Continued

6. Renter must leave the Clubhouse and grounds in the same condition as when their use began. Any cost for cleanup, repair of damages will be responsibility of Renter. Inspection of the Clubhouse and property will be made by a member of the Woman's Club House Committee before and after Renter usage to determine if there is need for repairs caused by Renter.

7. RENTER MUST CLEAN THE CLUBHOUSE PRIOR TO LEAVING.

CLEANING REQUIRES:

- **Leave 10 tables up.**
- **Stack all chairs folded flat on the tables.**
- **Sweep and mop all flooring inside entire Clubhouse.**
- **Clean kitchen and bathroom areas: sinks, floors, countertops, stove, fridge**
- **Remove all garbage and trash from Clubhouse and place in outside large blue garbage cans.**
- **Pick up all trash on inside and outside of Clubhouse, including cigarette butts.**
- **Remove all decorations.**
- **Return anything you have moved back to the original location.**
- **Remove all your personal items. Anything left in Clubhouse will become property of the Clubhouse.**

FAILURE TO DO SO WILL FORFEIT YOUR DEPOSIT; Inspection will be conducted after your rental.

8. The Clubhouse KEY must be left in the kitchen on the countertop next to the stove. All doors must be locked before leaving. **The AC/Heat must be turned off** before leaving by the thermostat in right rear corner of the Stage. **The Hot Water Heater must be turned off** before leaving by the light switch above the corner cabinet in Rear Restroom.

Activities exempt from rental charges are at the discretion of the Macclenny Woman's Club and Lion's Club.