



Fairway Springs

Homeowners Association, Inc

A Not-for-Profit Corporation

3331 Player Drive New Port Richey FL 34655

FairwaySprings@gmail.com

Fairway Springs HOMEOWNERS ASSOCIATION Clubhouse Use Agreement

Agreement to Comply: The Fairway Springs homeowner or tenant whose name appears as signer of this agreement agrees to abide by the following rules in the use of the Fairway Springs Clubhouse. This agreement is not to be executed by a proxy or any person other than the responsible user. This agreement is for the exclusive use of the Clubhouse building *ONLY* (hereinafter referred to as "Clubhouse").

"User" Defined: The undersigned responsible party (hereinafter referred to as "User") must be a resident of Fairway Springs at the time of the use of the Clubhouse building, must be at least 21 years of age, and must be present in person for the entire event scheduled.

Use Fee: A Use Fee of Seventy Five Dollars (\$75.00), made by personal check and made payable to FAIRWAY SPRINGS HOA, is required upon the execution of this agreement.

Security Deposit and Refund: A security deposit of One Hundred Dollars (\$100.00), made by personal check and made payable to FAIRWAY SPRINGS HOA, is required upon the execution of this agreement, all of which is refundable; this arrangement to apply in all instances in which the Clubhouse is left clean for the next User and in undamaged condition. A walkthrough by User and Caretaker will be required before and after each use. The Caretakers judgment as to acceptability of condition will govern in all cases.

The cost of any needed cleaning or the repair of any damage will be deducted from the User's deposit as necessary; however, User agrees to pay any and all amounts over that of the deposit for loss of or damage to Association property in and around the Clubhouse whether caused by User or others during the event scheduled, if such loss or damage exceeds the amount of the deposit. User must restore clubhouse to the condition in which it was received. This includes floors, walls, windows, doors, restrooms, appliances, interior furnishings, and the exterior approaches. Any repairs so required will be performed by the Association and billed to the User.

Occupancy Limit: Occupancy of the Clubhouse for any event is not to exceed 120 persons for privately scheduled parties and events. Occupancy limit is set by the City of New Port Richey and enforced by the Pasco Department of Public Safety.

Use of Alcohol: User assumes sole and complete responsibility as to the use of alcohol and to assure that no alcoholic beverages will be served to persons under 21 years of age, or permitted to be brought into the Clubhouse by persons under 21. If this condition is violated, the event scheduled will be terminated forthwith and future use of the Clubhouse by that User may thereafter be denied by the Board of Directors.



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Disorderly Conduct: There shall be no disorderly conduct or illegal activity conducted in the Clubhouse. If this condition is violated, the event scheduled will be terminated forthwith and future use of the Clubhouse by that User may thereafter be denied by the Board of Directors.

Hours: Functions must be terminated and the Clubhouse must be completely vacated and locked no later than 12 Midnight Sunday through Thursday nights, and no later than 1:00 a.m. for events Scheduled for Friday and Saturday nights.

Loud Noise: No loud noise or music will be permitted. Reproduction by radio or other sound equipment must be kept within the confines of the Clubhouse at all times. If the event is held at night and music is planned, volume shall be kept low enough to avoid disturbing nearby residents.

Pets: No pets shall be permitted in the Clubhouse.

Parking: User should instruct invitees to park vehicles in designated guest parking spaces only. Street parking or in private driveways is prohibited. Vehicles parked in violations of these regulations are subject to be towed at owners expense.

Prohibited Users: The Clubhouse may not be rented to:

- Former Fairway Springs homeowners.
- Friends or acquaintances of owners or tenants.
- Residents to hold business-related meetings.
- Outside organizations not sponsored by a qualified resident or owner.
- Any resident who requests the Clubhouse for a function deemed unacceptable by the Fairway Springs Board of Directors.
- Former Users who have forfeited the right to use through previous violation(s) of the Use Agreement.
- Anyone planning to use the Clubhouse for a commercial venture or charge a fee.
- Any member who is delinquent sixty days or more in the payment of Homeowners Association dues.

Pool: Other Common Area facilities including swimming pool, are not included in the rental of the Clubhouse, and are governed by the Association's rules and regulations.

Security: User has sole responsibility for Clubhouse security while in use. User must make certain that all doors and windows are locked and lights and AC/heat turned off before leaving.



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Agreement to Comply and Receipt: The undersigned prospective User has read and understood conditions and agrees to abide by them as they relate to use of the Clubhouse. User further acknowledges receipt of a copy of this agreement and is aware that failure to comply as herein agreed may cause loss of User's deposit as well as withdrawal by the Board of User's future right to use the Clubhouse.

By checking and initialing the following boxes, the User acknowledges that the noted areas are not part of the rental space:

- ____ Pool Area Deck.
- ____ Pool
- ____ Common Areas including all Lawn Areas

User's Signature _____ Date _____

User's Name (Print) _____

Date/Hours Reserved _____

Clubhouse Director's Signature _____



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FAIRWAY SPRINGS HOMEOWNERS ASSOCIATION. INC. CLUBHOUSE USAGE REQUEST

REQUESTER & EVENT INFORMATION

Name: _____ Reserve Date: _____ Reserve Time: _____

Address: _____ Phone: _____ Lot#: _____

Purpose of Event: _____ # of Attendees _____ Current date: _____
(120 Maximum)

Are Dues Current? Yes / No
(Subject to Verification by Treasurer)

PRE EVENT INFORMATION

For Clubhouse director use only do not write In areas below

Key Card # _____ Date K.C. Given: _____ Date C Checked: _____

POST EVENT INFORMATION

Date KC Returned _____ Date CH Checked _____ Deposit Returned _____

Complete and sign the Clubhouse Usage Request Form and return to the Clubhouse Director with 2 checks One for \$75 for the Usage Fee and One for \$100 for the Security Deposit. Make Checks out to FSHOA and put in Black Mailbox in front of the Clubhouse at least 2 weeks prior to your event.

I, THE UNDERSIGNED, HEREBY REQUEST TO USE THE FAIRWAY SPRINGS CLUBHOUSE ON THE DATE AND TIME SPECIFIED ABOVE, I AGREE TO PAY THE USAGE FEE AND A SECURITY DEPOSIT. THE SECURITY DEPOSIT IS FULLY REFUNDABLE SO LONG AS THE FACILITY IS RETURNED IN A CLEAN AND UNDAMAGED CONDITION FOLLOWING MY USAGE ON THE SPECIFIED DATE ABOVE.

I UNDERSTAND IF THESE CONDITIONS ARE NOT MET, THE FAIRWAY SPRINGS HOMEOWNERS ASSOCIATION INC., WILL RETAIN THE SECURITY DEPOSIT AND I WILL BE HELD LIABLE FOR ANY AND ALL ADDITIONAL DAMAGES WHICH THE FAIRWAY SPRINGS HOMEOWNERS ASSOCIATION INC., MAY INCUR AS A RESULT THEREOF, TOGETHER WITH ATTORNEY FEES AND ALL OTHER COSTS OF COLLECTION.

I HAVE READ AND AGREE TO ABIDE BY THE CLUBHOUSE RULES BY SIGNING THIS REQUEST FORM.

I AM AGREEING TO ABIDE BY ALL ASSOCIATION RULES AND REGULATIONS AND AGREE TO HOLD HARMLESS FAIRWAY SPRINGS HOMEOWNERS ASSOCIATION INC. FROM ANY CLAIM OF LIABILITY IN CONNECTION WITH THE EVENT.

SIGNATURE OF REQUESTER: _____ DATE SIGNED: _____

SIGNATURE OF CLUBHOUSE DIRECTOR _____



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FAIRWAY SPRINGS HOMEOWNERS ASSOCIATION CLUBHOUSE RULES OF USE

Emergency

If there is any emergency at or with the clubhouse facility, Call 911 and/or the Clubhouse Director (Gaby Harris 727-777-6030) GabyHarris57@gmail.com

Clubhouse Reservations

All reservations must be made through the Fairway Springs Homeowners Association Clubhouse Director or his/her assistant or the Treasurer.

Fees and Deposits

Refer to the Clubhouse Usage Request Form for details. Deposits will be refunded IF: (a) None of the following General Rules are violated and (b) There is no damage, missing items, etc after usage which would require the expenditure of money by the Fairway Springs Homeowners Association.

General Rules

- **THE FRONT GATE MUST REMAIN LOCKED DURING YOUR EVENT**
(Have someone by the gate to let your guests in - if gate found unlock you may forfeit your \$100 deposit)
- Functions have eight hours including setup and cleanup.
- Clubhouse must be closed by 11 :00pm (keycard will not work after 11:00pm).
- Remove all items brought to the clubhouse for the function.
- No attachments are to be taped or affixed to the wallpaper or other wall areas.
- Supplies in the Clubhouse cabinets are not to be used during usage.
- Stove is to be used only for warming already cooked food. No frying or cooking of foods on the stove is permitted as per the Pasco County Fire Dept.
- Any and all trash must be taken with you and placed for pickup at your residence.
- Smoking is not permitted in the Clubhouse.
- Use of the Clubhouse does not include use of the pool or pool area.
- Pets are Not permitted in the Clubhouse.
- Clubhouse is to be used only for personal events such as weddings or anniversary receptions, birthday party's, showers, etc. Clubhouse use for outside organizations including business meetings, office parties, sales organizations, political or religious groups is prohibited Contact the Clubhouse Director with any questions about possible events.
- Maximum number of guests at the Clubhouse is 120.
- No usage fee or Security Deposit is required for Memorial Service.

In order to receive a full refund of the Security Deposit, the Clubhouse Director will conduct a follow up inspection of the clubhouse to verify that it has been left in the same condition as it was before the usage. Please make every effort to leave the clubhouse in the same condition it was before your event. In addition, the Keycard used to access the Clubhouse MUST be returned before a full refund can be made.



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Signature of User: _____ Date Signed: _____

Printed Name of User: _____ Phone: _____

FAIRWAY SPRINGS HOMEOWNERS ASSOCIATION CLUBHOUSE AGREEMENT

Lessee shall indemnify and hold harmless lessor against any and all claims, demands, causes of action, suits and judgments (specifically including but not limited to all claims, etc., relating in any way to, or arising from the lessee's use of serving alcoholic beverages during the use and occupancy of the premises), including expenses incurred in connection with such matters, for death or injuries to persons or for loss of, or damage to property arising out of, or in connection with the use and occupancy of the premises by lessee, lessee's agents, employees, or invitees.

The undersigned having received a copy of this agreement above agrees by signature to abide by this agreement.

Signature of Lessee: _____ Date Signed: _____

Email: _____ Phone: _____



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FAIRWAY SPRINGS HOA MEMBERS CLUBHOUSE RENTAL SPECIAL CONSIDERATIONS & CHECK-LIST

We appreciate that you've selected the clubhouse to host an event. Please take a moment to observe the Pre-Event Special Considerations and complete the Post-Event Check List.

After your event please leave a signed post-check list copy on the counter.

Please contact Gaby Harris at 727-777-6030 or via email at gabyharris57@gmail.com with any questions, comments or concerns.

Pre-Event Special Considerations

- Kitchen cabinets have been recently painted - PLEASE treat them gently!
- Flooring is to be cleaned with water — no detergents. Recently installed flooring material technology is environmentally safe and easy to maintain.
- Green wall paint is very fresh — please NO adhesives - TAPE, GUMMY PASTE, TACKS, etc.

Post-Event Check List:

- Clean Coffee pots
- Clean oven and stoves tops, including under burners
- Unplug microwave
- Clean kitchen floor
- DO NOT LEAVE FOOD IN THE REFRIDGERATOR
- Check bathrooms — please be sure they are clean
- Clean main floors — WATER Only. Note: A mop is available in the closet.
- Clean all table tops before storing them back into closets
- Turn off all lights and turn off fans
- Set all three Air Conditioning thermostats to 80
- Check that all doors are locked, including front gate
- Remove all trash from the Clubhouse**

Signature _____ Date _____

Thank you!