

**BLUEGRASS CLUBHOUSE RESERVATION  
ARTICLES OF AGREEMENT**

The Bluegrass Condominium Home Owners' Association hereby grants to:

|  |
|--|
| <p>Name: _____</p> <p>Date: _____ Times: from _____ to _____</p> |
|--|

The use of its Clubhouse under the following terms and conditions:

The Board will inspect the Clubhouse prior to use and notate its current condition on the attached "Pre/Post-use Inspection Check List" (Page 3 of this form).

The undersigned must understand and comply with the following user restrictions:

1. Any and all use of the Clubhouse will be under the direct supervision and responsibility of the resident who reserves (rents) it.
2. Adhesive Tape will not be used to put decorations on the trim, walls, ceilings, windows and/or doors...it peels the paint and/or leaves a sticky residue when removed. Decorations on trim, walls, ceiling, windows, or doors are NOT PERMITTED.
3. No;
  - a. Loud, amplified music.
  - b. Smoking in the Clubhouse.
  - c. Alcoholic beverages. (Permitted only with an approved Washington State Banquet License.)
  - d. Loud or unruly guests
4. Occupancy within the Clubhouse shall not exceed the approved posted limits.
5. Guests are to only park in visitor spaces. (Vehicles will be towed without warning if parked in reserved or assigned spaces.)

After use the undersigned agrees to:

- a. Clean all items used such as tabletops (eating, end, and coffee), stove, sinks, ovens, etc.
- b. Wipe clean all flat surfaces with a damp cloth or sponge.
- c. Return all furniture to original position.
- d. Check between cushions for dropped foodstuff or lost items.
- e. Vacuum carpeted areas when necessary.
- f. Mop kitchen, hall and restrooms when necessary.
- g. Remove food and dishes and clean out refrigerator/freezer and clean as required.
- h. Remove and dispose of all trash.
- i. Replace used trashcan liners with new ones.
- j. Insure all non-resident guests have left the building.
- k. Clean and organize pool table and equipment
- l. Be sure all doors are locked when leaving.
- m. Be responsible for any damages caused to the facility any costs associated with restoring the clubhouse to its pre-inspection condition.

The Board will verify that the Clubhouse was restored to its original condition and check off items on the "Pre/Post-use Inspection Check List" (Page 3 of this form).

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The undersigned:

1. Shall be financially responsible for any and all damage or exceptional cleaning costs occurring to the Clubhouse during its use, and agrees to pay for said damage(s) within (10) days of billing, and any collection and / or legal costs incurred by Bluegrass Condominium Home Owners' Association in the collection of said debt.
2. Understands that the charge for follow-up cleaning of the Clubhouse and adjoining Bluegrass grounds is \$25.00 per hour plus the cost of any materials needed.
3. Agrees to assume all liability for personal injury or loss and will defend and hold blameless (from all claims arising there from) the Bluegrass Condominium Home Owners' Association or its members.
4. Understand that any abuse of the Clubhouse may result in revocation of the privilege of its future use.
5. Will pay a \$ \_\_\_\_\_ 'Damage Deposit' prior to renting the Clubhouse. (This deposit is refundable, following satisfactory inspection of the Clubhouse.)
6. Will pay an, additional, \$75.00 'Users Fee' if the Clubhouse is used for a commercial purpose other than those approved by the Bluegrass HOA Board of Directors. (This must be paid by separate check and is non refundable.)
7. Agrees and understand the use of the pool and spa are not exclusive to the undersigned user and their guests. The entrance gate to the pool / clubhouse area are to remain closed at all times to conform with Public Health and Safety requirements. Any propping of the gate will be strictly prohibited. Any violation of Public Health and or local, state or federal government requirements are at the exclusive liability of the undersigned.

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NAME (PLEASE PRINT) \_\_\_\_\_

PHONE \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ADDRESS \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

PURPOSE OF USE  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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**Attached:**



**'Damage Deposit' check.**



**'Commercial User Fee' check (Separate check).**



**Copy of the Washington State Banquet License.**

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**Pre/Post-Use Inspection Check List**

**To Be Used by Concierge**

**Note each item with an A (acceptable) or U (unacceptable):**

| <b>Before</b> | <b>After</b> |  |
|---------------|--------------|--|
| _____         | _____        | 1. Tables and chairs cleaned (clean with damp cloth or sponge)   |
| _____         | _____        | 2. Counters wiped clean (see above)  |
| _____         | _____        | 3. Sinks clean (kitchen, restrooms)  |
| _____         | _____        | 4. Oven and stovetop clean   |
| _____         | _____        | 5. Refrigerator/ freezer – all spillage cleaned; containers, food and beverages removed.                           |
| _____         | _____        | 6. Furniture – brush off crumbs and debris (check between cushions); clean any spills; return to original position |
| _____         | _____        | 7. Vacuum carpeted areas: pay special attention round edges of furniture and walls                                 |
| _____         | _____        | 8. Mop floor of kitchen, hallway, and restrooms  |
| _____         | _____        | 9. Clean up decorations (walls, other locations)   |
| _____         | _____        | 10. Garbage – remove and dispose of all trash (restrooms also) to outside dumpster: replace trashcan liners        |
| _____         | _____        | 11. Turn light off (except security light)   |
| _____         | _____        | 12. Check around Clubhouse exterior and pick up garbage and debris   |
| _____         | _____        | 13. Pool room cleaned, vacuumed and pool table equipment returned to Appropriate storage location.                 |
| _____         | _____        | 14. Barbecue grill cleaned. If it is not cleaned, the resident will be charged \$50 for cleaning.                  |

**NOTE:**

**Clubhouse reservations DO NOT INCLUDE: pool area, billiard room and fitness center.**

**Deposit check returned:**