

Homeowner Name: _____ Email: _____

(PLEASE PRINT LEDGIBLY)

Address and Unit #: _____ Phone: _____

Type of Event: _____

Date of Rental: _____ Alternate Date: _____

Total Rental Hours: _____ Timeframe: From: _____ Until: _____

Has a copy of the clubhouse Rules and Regulations and Contract Agreement been provided: Y N

Number of Guests: _____ (35 MAX) Alcohol Served: Y N Food Served: Y N

Are you current with Association Fees? Yes No

A \$60 security deposit and the rental fee must accompany this application. Checks and money orders are payable to Lakeshore Village, Inc. **Please submit two separate checks.**

The rental fee for evening events after 5:00 p.m. Monday through Friday is \$50. (NOTE: Only available after 5:00pm on weekdays.)

The rental fee for events on Saturday and Sunday is \$75.

- I understand the contract agreement and agree to abide by the Lakeshore Village Rules and Regulations and Policies and Procedures set forth by the Board of Directors.
- I agree to comply with current COVID guidelines for social distancing/masking and cleaning protocols.
- I understand I am hosting a rental event at my own risk and am responsible to adhere to LSV and COVID requirements.

SIGNATURE - REQUIRED

DATE

INFORMATION BELOW IS FOR OFFICE USE ONLY

Security Deposit \$60.00 Received Date: _____

Rental Fee Received Date: _____

Other Charges Received Date: _____

\$ _____ Reason _____

Cancellation Date: _____

Refund Returned \$ _____ Date: _____

Clubhouse Key Provided Date: _____

Clubhouse Key Returned Date: _____

Post Rental Inspection Date: _____

Approved _____

LSV Management

LAKESHORE VILLAGE CLUBHOUSE CLEAN-UP CHECKLIST

JULY 2021

RENTER IS RESPONSIBLE FOR BEING AWARE OF AND FOLLOWING ALL CURRENT COVID GUIDELINES FOR SOCIAL DISTANCING/MASKING/CLEANING.

NOTE: Cleaning supplies are provided under the kitchen sink. Trash bags are in cabinet under front countertop.

General Area:

Return ALL furniture to original position. Clean all tables. ****Vacuum/sweep carpeted area and tile floors.**

Fireplace:

No fires allowed at this time.

Kitchen:

Discard or remove **ALL unused food** from kitchen and refrigerator. Clean, dry and put away kitchen utensils, pots, pans, pitchers, etc. Clean sink. Wipe down refrigerator, stove, and countertops.

Trash:

Place all trash in trash bags and take to dumpster. Put new trash bag in cans.

Miscellaneous:

Remove all decorations, including balloons, signs, tape, etc.

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SUMMER: Before leaving, turn thermostat to 78 degrees.

WINTER: 65 degrees.

Lights and fans:

Turn off all indoor fixtures. (Kitchen, main room and bathrooms)

Doors:

Lock and secure deck back door and sliding door to restrooms. Lock front door and place key in mailbox. Late key returns will be assessed a fee of \$25 per day.

****Sweeper and broom located in bathroom areas.**