

LIME TREE VILLAGE COMMUNITY CLUB
5303 Gateway Avenue, Orlando FL 32821
407-351-3551, LimeTreeVillage@yahoo.com

ROOM RENTAL APPLICATION AND AGREEMENT

Today's Date:_____ Ballroom _____

Applicant:_____

Address:_____ Village:_____

Phone:_____ Email:_____

Please print clearly

Event Description:_____

Event Date:_____

Start Time_____ End Time _____ Number of Hours _____

Set up no more than 2 hours before start time and not earlier than 10:00 a.m. One hour cleanup after end of event not to exceed 10:00 p.m. Total maximum rental time including set up and cleanup is 7 hours.

Ballroom Capacity is 100 people

Number of Tables Required:_____ Number of Chairs Required: _____

Inventory: Tables: 22 (2.5'x6'); 3 (36"x36"); Chairs: 149

ROOM RENTAL REGULATIONS, STIPULATIONS, & INSTRUCTIONS

In consideration of Lime Tree Village allowing the exclusive use of the Room and related equipment and furnishings, the following conditions must be met.

APPLICANT

- Must be at least 21 years of age and a resident of a Williamsburg village.
- Must be current with HOA dues. Only members in good standing may rent.
- Must be in attendance to the event at all times and assumes all responsibility for behavior of all persons attending or in any way related to the event.

I have read, fully understand, and agree to the above terms and conditions.

Initial here

FEES:

- **Use Fee:** Ballroom –
- \$400 Members of Lime Tree,
- \$500 Members of Williamsburg,
- \$800 living outside of Williamsburg...
 - ...by personal or cashier check or money order; Payable to Lime Tree Village Community Club.
- **Deposit:** Ball Room full cost by personal or cashier check or money order
- Deposit will be returned within 10 business days after the event if there are no damages, misconduct, or unreasonable uncleanliness.
- Failure to leave the Clubhouse by 10:00 p.m. will result in a \$50 charge deducted from deposit for each 15 minutes past 10:00 p.m.
- In the event of cancellation of your reservation fourteen (14) days or more prior to the reservation date, the use fee will be refunded in full. Cancellation after this time period will result in forfeiting the full Use fee.
- Failure to return the key fob/room key at the end of the event will result in a \$50 charge subtracted from the deposit.
- Acceptance of a deposit shall not be deemed the limit of liability. The Applicant will be responsible for the actual cost of damage.

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Initial here

DISCLAIMER

Initial each point

_____ If the damage charges exceed the amount of the deposit, I agree to pay Lime Tree Village Community Club the full cost of repairs within ten (10) days of receipt of a written explanation of the damages and/or a bill from Lime Tree Village Community Club for such repair. Any charges that go unpaid past the ten (10) days will be forwarded to an attorney for collection; associated Attorney fees will be charged to me.

_____ I accept all responsibility, risks, liabilities and hazards incidental to the activities applied for (including but not limited to, the serving of alcoholic beverages, and the use of Sterno heating cans, candles, or any other open flame), and hereby release and forever discharge Lime Tree Village Community Club, its Officers, Directors, Employees, Agents, and members, past, present, and future from any and all claims, costs, causes of action and liability for personal injury or death and damage to and destruction of property arising from my use of the Clubhouse and its appurtenances.

_____ I agree to indemnify and hold harmless the Club, Developer, its directors, Employees, Agents, and members, past, present, and future from any and all claims, costs, causes, of action and liability (including but not limited to attorney fees) for any injury to either person or property, suffered by myself, my family members, employees, agents, servants, guests,

invitees, or any member of the Club or any other person which arises from and are in any way related to the above activity.

_____ I assume all responsibility for all behavior of all persons attending or in any way related to the aforementioned event and agree to be personally responsible for causing all such persons to comply with the Club Declaration, Bylaws, Rules and Regulations. I acknowledge that violation thereof by any person present, attending or in any other way related to your event, at the sole discretion of the Club's Board of Directors, will result in forfeiture of my deposit.

_____I understand that I am being granted exclusive use of the Room for the time period described under "Event Description" on page one of this Room Rental Application And Agreement subject to the right herein by the Club's Board of Directors to enter the Room and terminate my use thereof should the conduct of any person constitute a threat of any property.

RESTRICTIONS

- The event room and use of the toilet area are the only locations approved for use for this reservation.
- Do not use Piano, Garbage Disposal. Portable deep fryers are prohibited.
- The Pool and Spa areas are not part of the reservation package. The fitness room and billiards are not part of the reservation package.
- No confetti or glitter. No fog/smoke machines. Only votive candles allowed. No nails, tacks, staples, hot glue, or duct tape is to be used on walls.

I have read, fully understand, and agree to the above terms and conditions.

Initial here

DAY OF EVENT

- Set up and clean up are to be the same date of the event.
- **The event must end no later than 9:00 p.m. Clean up must be completed by 10:00 p.m. This clean up hour is not an extension of your event. The additional hour is provided for clean up only. The building must be vacated by 10:00 p.m.**
- One refrigerator is reserved for the event users. Sinks and countertops may be used and cleaned after the event.
- Remove/dispose of all event decorations including tape.
- Brooms, mops, dust pans and trash cans are available for use. All debris must be swept off the floor. Trash must be bagged and disposed of in the dumpster outside the kitchen door.
- Stack chairs; leave tables for sanitizing by Lime Tree Village maintenance.
- All doors are to be locked and secured at the end of the event.

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Initial here

PARKING

- There are 20 parking spaces, including 3 spaces marked for handicapped.
- **Do not park in the fire lane on the entrance driveway; violators will be towed.**
- Do not park on the grass. Applicant will be responsible for any damage to irrigation system from parking on the grass.
- No overnight parking; you will be towed.

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Initial here

SIGNATURE

By signing below, I acknowledge that I agree to the above regulations, stipulations, and instructions as outlined on pages 1 through 4 of this Room Rental Application and Agreement.

Signature of Applicant:_____

Please print name:_____

Date:_____

FOR OFFICE USE ONLY -- REVIEW BY LIME TREE VILLAGE COMMUNITY CLUB

Date received_____

Verified Member in Good Standing:_____

Name of Village Representative _____

HOA Account Current: Yes or No

Tenant: Assignment of Rights form and Lease must be on file. Yes or No

Approved: _____ Denied:_____

Name of LTV Representative_____

Attached copy of Money Order/Checks