



# Harbor Walk Condominium Association, Inc.

## Harbor Walk Clubhouse Rental Agreement

Date of Application: \_\_\_\_\_

Printed Name of Owner: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Unit Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Printed Name of Tenant: \_\_\_\_\_

(If Applicable)

Tenant's Signature: \_\_\_\_\_

### Event Information:

Date of Event: \_\_\_\_\_ Number of Attendees: \_\_\_\_\_

Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_

Point of Contact for Event:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Will this event be advertised in any publication? Yes / No

Is this event affiliated with any political party? Yes / No

Is this event a fundraiser? Yes / No

Is there a fee to attend this event? Yes / No

### Fee Schedule:

Rental Fee Received: \_\_\_\_\_ (Initials) \_\_\_\_\_ (Date)

Security Deposit Received: \_\_\_\_\_ (Initials) \_\_\_\_\_ (Date)

Security Deposit Returned: \_\_\_\_\_ (Initials) \_\_\_\_\_ (Date)

Harbor Walk Condominium Association, Inc.-523

Attn: Jean Brackins

301 Bendix Road, Suite 300

Virginia Beach, VA 23452

Fax to: 757-497-9133 OR Email to: [jbrackins@unitedpropertyassociates.com](mailto:jbrackins@unitedpropertyassociates.com)

**Damage Deposit / Rules:**

A refundable damage deposit is required and due upon reservation of the clubhouse.

The above signed agrees to abide by the Harbor Walk rules and policies for the Clubhouse, as attached. It is understood that a Member of the Pool/Clubhouse Committee, or a person designated by the Committee, may inspect the Clubhouse including furniture, window coverings, equipment and the area surrounding the Clubhouse, before and after use by the undersigned. Any items not in good condition will be repaired or replaced as necessary. The above signed agrees that any additional cleaning costs, or any repairs or replacements, will be deducted from the Security Deposit. If the Security Deposit is not sufficient, the undersigned agrees to promptly pay any excess costs, and if it is not promptly paid, the Harbor Walk Condominium Association shall have a lien against the unit owned by owner for payment of same, which lien may be collected in same manner as monthly assessments.

**Hold Harmless and Indemnification:**

The undersigned hereby releases and shall hold harmless and indemnify the Harbor Walk Condominium Association property owners and the employees, contractors, agents, affiliates, and related entities thereof for all claims, attorney's fees, and other costs or liabilities incurred by or asserted against any of the foregoing as a result of use of the Harbor Walk Clubhouse by owner or owner's tenants or guests.

**Food & Beverage:**

Harbor Walk does not offer beverage services or catering. Should the Renter wish to provide food and drink for their guests, the Renter must also ensure that the service provider is licensed for catering and/or beverage service. Renters are responsible for the appropriate license necessary for the sale and consumption of alcoholic beverages throughout their event. The above signed further agrees, no alcoholic beverage of any sort will be served to any minor or intoxicated person. The undersigned agrees to be fully responsible for all accidents or claims that may arise as a result of any accident, injury, or damage to person or property during the time that the undersigned has the Clubhouse rented.

**Liquor Laws:**

The undersigned understands that law and court cases in the Commonwealth of Virginia have held that the host of any social event or business function where alcoholic beverages are served may be personally liable for any property damage, personal injuries, or loss of life resulting in whole or in part from the host's negligence in allowing any intoxicated guest or attendee to be served alcohol. Such liability may include harm to the intoxicated individual himself and also harm to total strangers involved in automobile accidents, etc. caused by that intoxicated individual.

Harbor Walk Condominium Association, Inc.-523

Attn: Jean Brackins

301 Bendix Road, Suite 300

Virginia Beach, VA 23452

Fax to: 757-497-9133 OR Email to: [jbrackins@unitedpropertyassociates.com](mailto:jbrackins@unitedpropertyassociates.com)

**Condition of Clubhouse Before and After:**

The above signed agrees to inspect the Clubhouse prior to acceptance and again after the event. Condition at each inspection shall be reflected on the Clubhouse Inspection Form.

All displays, exhibits and decorations must be approved by the Association representative at the time of walk through. No items shall be affixed to the interior of exterior walls, ceilings, furnishings, railings, light posts, fences, exterior or building siding with nails, staples, tape, or any other substance unless approved by the Association representative, in writing, prior to the event.

Although helium filled balloons are permitted, they must never be affixed or tied to the ceiling fans and removed when the rental is completed. Any helium tanks used must also be removed from the premises and disposed of in accordance with any city, state and federal guidelines.

**Rules Received:**

The above signed acknowledges receipt of copies of the Harbor Walk Clubhouse Rules.

Harbor Walk Condominium Association, Inc.-523

Attn: Jean Brackins

301 Bendix Road, Suite 300

Virginia Beach, VA 23452

Fax to: 757-497-9133 OR Email to: [jbrackins@unitedpropertyassociates.com](mailto:jbrackins@unitedpropertyassociates.com)