

**SEA POINT TOWNHOMES**  
**Clubhouse Rental Application and Agreement**

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Sea Point's clubhouse may be rented by Sea Point resident owners and tenant. It may only be reserved for private parties that are social in nature. Reservations must be made through the Sea Point office.

**This form must be completed, signed by both the owner and any tenant applicant,** and returned to the office with two checks; one for \$35.00 that will be cashed after the event and one for a \$250.00 deposit. If there are no violations and/or damages, the \$250.00 check will be destroyed. Reservations are not considered confirmed until reviewed and approved by the Board Liaison of the Security Committee.

Date cannot be saved until checks and application are received in the office.

Confirmation of approval will be provided at least one week prior to the event.

Owner Name \_\_\_\_\_ Unit No. \_\_\_\_\_

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

Phone No. \_\_\_\_\_ or \_\_\_\_\_

Name of Tenant Applicant: \_\_\_\_\_

Phone No. Applicant: \_\_\_\_\_ and/or \_\_\_\_\_

Contact Phone Number during function: \_\_\_\_\_

Date of function: \_\_\_\_\_

Description of Function: \_\_\_\_\_

\_\_\_\_\_

Anticipated number of guests: \_\_\_\_\_ (100 maximum).

If there will be guests under the age of 21, please provide the names of adult chaperones: \_\_\_\_\_

\_\_\_\_\_

**Clubhouse Rental Agreement**

I am a resident of Sea Point and at least 21 years of age. I have read the Rules regulating the use of the clubhouse for a private function in their entirety. Further, I understand all rules and agree to comply with them. I understand that any violations of the rules may result in a corrective assessment to the owner in accordance with Sea Point's Corrective Assessment Schedule and that I may be charged by Sea Point or the Unit Owner for any damages and/or losses to the clubhouse and contents as a result of my function

**I have obtained a copy, read, and understand the Clubhouse Rules.**

Applicant Signature \_\_\_\_\_

Unit Owner Signature \_\_\_\_\_

This reservation is not considered confirmed until it has been reviewed and approved:

Reservation has been: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Date Notification sent \_\_\_\_\_

Security Liaison Signature: \_\_\_\_\_ Date \_\_\_\_\_

Office Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

\$35 Deposit Received \_\_\_\_\_ Check No. \_\_\_\_\_ Date \_\_\_\_\_

\$250 Deposit Received \_\_\_\_\_ Check No. \_\_\_\_\_ Date \_\_\_\_\_

**Clubhouse Hours**

Sunday through Thursday: 9:00 AM to 9:00 PM. Quiet clean-up until 10.00 PM Friday and Saturday: 9:00 AM to 11.00 PM. Quiet clean-up until 12:00 AM. (The evening prior to a nationally observed holiday will follow the Friday/Saturday schedule.)

## **D. Clubhouse**

1. Reservations must be made through the Sea Point office at least two weeks prior to the function.
2. The clubhouse may only be reserved for private parties which are social in nature. The clubhouse may not be reserved for meetings, seminars, lectures, etc.
3. Clubhouse hours for private functions are as follows:
  - a. Sunday through Thursday: 9:00 AM to 9:00 PM. Quiet clean-up until 10:00 PM Friday and Saturday: 9:00 AM to 11:00 PM. Quiet clean-up until 12:00 AM.
  - b. The evening prior to a nationally observed holiday will follow the Friday/Saturday schedule.
4. Use of the enclosed pool area or tennis courts is not permitted by attendees of clubhouse functions. All activities must be confined to the clubhouse and patio area.
5. Pool furniture shall not be removed from the pool area for use in the clubhouse or patio area.
6. The indoor clubhouse furniture may not be brought outside (the lanai is considered outside).
7. Patio/balcony activity must conclude at 9:00PM Sunday through Thursday or 10:00 PM Friday and Saturday. At this time all clubhouse doors must be closed. Noise levels must not disturb other Sea Point residents.
8. Decorations must be confined to the clubhouse and patio area. Decorations shall not be attached to trees, shrubs, or bushes. The use of staples, tacks, nails, etc., is not allowed to hold decorations in place. All decorations must be removed completely at the conclusion of the function.
9. The use of confetti, or the like, may result in an additional cleaning fee.
10. As mandated by the Fire Marshal, furniture may not be placed in front of the fire exits.
11. No outside music source (disc jockey, band, quartet, stereo equipment, etc.) may be used in the clubhouse without written permission from the Board of Directors. There is a complete audio/visual system in the clubhouse.
12. All cabinets and doors must be locked at the conclusion of the function.
13. The maximum number of persons attending a function is 100.
14. The unit owner or tenant must attend all times.
15. Smoking is prohibited on all Sea Point Property including all three levels of the clubhouse, both inside and outside. Evidence of smoking will result in an automatic \$25.00 assessment. Any damage caused by smoking materials will result in additional assessments.
16. Stains and/or damage to the carpet will result in an automatic assessment. In the event of a spill, cleaning solution is located in the cabinet under the sink on the second level of the clubhouse. Your

immediate attention to spills may help prevent the carpet from staining and may help the unit owner avoid an additional cleaning assessment

17. No animals will be allowed in the clubhouse at any time.

18. A reservation is not considered confirmed until it has been reviewed and approved by the Board Liaison of the Social and Recreation Committee.

Following form may be downloaded from web site: <https://www.seapointtownhomes.com/>