

Chesapeake Commons  
1490 Geneva Drive Geneva, IL 60134

**RESERVING OF CLUBHOUSE**

Please read this Contract before signing!

Resident Name: \_\_\_\_\_

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

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

Date of Event: \_\_\_\_\_

Event Time: \_\_\_\_\_

Sunday – Thursday event must end by 10:00pm, Friday & Saturday event must end by 11:00pm.

Number of Guest (not to exceed 50pp): \_\_\_\_\_

All Homeowners must have insurance on file to rent Clubhouse. Renters must provide a \$300,000.00 Liability Insurance Policy (must be attached or on file in office).

**\$200.00 Per Day** Rental to be paid in full 72 business Hours prior to event date.  
(Rental includes setup & teardown time on day of event only)

Alcohol must be monitored by an adult 21 years or older. Alcohol cannot be served to minors under the age of 21 as this is a liability to the association.

Payment Received: \_\_\_\_\_ Check # \_\_\_\_\_

Rental of the Clubhouse is **AS IS**. NO CONFETTI IS ALLOWED.

Additional Fees:

**\$50.00 Fee** - if Clubhouse is left uncleaned or in disarray after party, it may be determined that this fee is applicable.

**\$25.00 Additional Fee** - Excessive Garbage (more than 3 Large Garbage Bags).

**\$50.00 Lost key** – If locksmith needed to replace key resident will incur locksmith cost

Keys are to be dropped in mailbox at end of event or a fine will incur

Fee to be determined by the discretion of the Property Manager & Board should any damages to Clubhouse occur or if any professional services need to be hired for cleaning or repairs.

**Upon signing this agreement, the resident confirms they have read and understand the Clubhouse Rental Rules.**

Resident Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_