

AGREEMENT FOR USE OF ROGERS LAKE COMMUNITY CENTER

Clubhouse Address: 75 Rogers Lake Trail, Old Lyme, CT 06371

Kristin Dishaw Rental Agent — (860) 608-2605

NO SPONSORSHIP NO BACHELOR PARTIES

To reserve the rental date, please promptly return a deposit of \$100.00 and a signed agreement.

No cash is accepted. Please make checks out to RLWSA.

A 72 hour notice of cancellation is required or the deposit will be forfeited.

The following are the fees to rent the clubhouse:

(please submit 2 checks, payable to Rogers Lake W.S. Association - one for \$100 deposit and one for the fee)

Assn. Member	Non-Member	Association Owners/Renters	Non-Members
_____	Half Day (4hr limit)	\$50.00	\$100.00
_____	Full Day	\$80.00	\$200.00

Rental fee is \$ _____ Date Received _____ Ck# _____

Deposit Fee \$100.00 Date Received _____ Ck# _____

Date Returned _____ or Amount Retained _____ Retainment Reason _____

Name and Address of Applicant: _____

Telephone Number: _____

Date Requested: _____ Time of Party _____ to _____

Date and Time Key Needed for Set Up: _____

- **FULL CLEAN UP IS EXPECTED IMMEDIATELY AFTER THE PARTY.**
- **ALL DECORATIONS, STREET SIGNS, BALLOONS ETC. MUST BE REMOVED.**
- **No confetti.**
- **The deposit will be refunded after the event has taken place and the Clubhouse has been found to be left in acceptable condition.**
- **The curfew for any social event is 1:00 a.m.**
- **Sale of alcoholic beverages on the premises is prohibited by State Law.**
- **The renter shall provide adequate Constable services.**
- **All fire, health and parking regulations must be complied with.**
- **There is additional parking in the rear of the clubhouse – please don't park on the grass.**
- **Please be considerate of surrounding neighbors when having late or music-provided parties.**
- **If AED device is utilized or damaged during the party notify rental agent immediately.**

I, the undersigned renter, hereby agree to assume any and all liability arising out of my use of the facility, including any damage to the interior and exterior of the facility and its systems, any injury to persons or property occurring on the premises from any cause whatsoever, and including any liability, whether on or off premises, from the consumption of alcoholic beverages while on the premises.

I agree to save harmless the Rogers Lake West Shores Association, Inc., its officers, directors and members from any and all claims resulting from my use of the premises, including any claim resulting from the consumption of alcoholic beverages on the premises, and agree to pay for all costs, damages and attorney's fees for the Association's defense of any claim.

Date

Applicant's Signature

Date

RLWS Rental Agent

Rogers Lake West Shores Assoc.

*PO Box 644
Old Lyme, CT 06371*

Information for Renter:

Thank you for choosing the Rogers Lake Community Center for your event.
This page is for you to keep for your information

- Lights are turned on by switching the fuses in the fuse box which is located by the entrance of restrooms.
- Propane fireplace is turned on by on/off switch located on the bottom right.
- Please do not allow guests to park on the grass – there is additional parking behind the clubhouse.
- Please do not allow guests to block the driveway of the homeowners living next to the clubhouse.

Checklist at end of event:

_____ All garbage is placed in large blue garbage bins behind the kitchen; recyclables in green bin (pizza boxes are **not** recyclable)

_____ Everything you brought in with you is removed – do not leave “extras” behind

_____ Floor is swept

_____ Lights are turned off

_____ Fireplace switch is off & heat turned down to 62 in the winter

_____ Any tape or hooks used to hang decorations are completely removed

_____ Check bathrooms for any issues (clogging etc.)

_____ Any issues are reported to the rental agent

Kristin Dishaw 860-608-2605; do not call after 8:00 p.m.

Alternate contact: Dave Evers 860-434-3149

Should the clubhouse be left in such a condition as to warrant an extra cleaning charge and/or any repairs, the deposit will not be returned and you will be notified.