COSTA DEL SOL ASSOCIATION, INC
CLUBHOUSE RENTAL AGREEMENT
("Agreement")

This Clubhouse Rental Agreement ("Agreement") is made and entered into this _____ day of _____, 20, by and between Costa Del Sol Association, Inc. (hereinafter referred to as the "Association") and _____, who resides at _____ (hereinafter referred to as the "Renter").

Renter Name: _____
Address: _____
Phone: _____

Event Date: _____
Event Time: _____
Type of Event: _____

FEES & DEPOSITS

(RENTAL FEE AND CLEANING FEE NON-REFUNDABLE)

- Rental Fee: **$350.00**
- Security Deposit: **$500.00**
- Cleaning Fee: **$150.00**

All payments must be made by **money order or cashier's check** to secure the reservation. Must be three separate checks.

The security deposit will be refunded within **two (2) weeks** after the event or date of cancellation, as applicable, provided no damages or violations occur.

The Association reserves the right to deny rentals to any owner or tenant who is more than **90 days delinquent** in payments to the Association.

USE OF CLUBHOUSE

- Maximum capacity: **120 persons**
- Rental hours:
    - Friday: 5:00 PM – 12:00 AM
    - Saturday: 9:00 AM – 12:00 AM
    - Sunday: 9:00 AM – 11:00 PM
- The Renter **must be present** during the entire event

- Events must be private **(no commercial or fundraising activities)**
- No admission fees may be charged
- The Association reserves the right to exclude or reject any or all objectionable persons from the Clubhouse, as well as to terminate the Renter's use of the Clubhouse if it deems the use or conduct of persons using same objectionable

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The following areas are NOT included:

- Pool and pool area
- Courts and playground
- Association office, meeting room, and storage areas

RULES & RESTRICTIONS

The Renter agrees to the following:

- No smoking inside the Clubhouse
- No fog machines, smoke devices, or flammable materials
- No cooking; **only food warming is permitted**
- No decorations attached to walls, mirrors, or beams
- No animals or mechanical devices (e.g., trains, ride-ons)
- Air conditioning equipment must not be tampered with
- Music must remain at a reasonable level and not disturb residents
- No firearms inside the Clubhouse or on Association property
- All events at which alcohol will be consumed shall require the Renter to retain the services of a security guard at the Resident's sole cost and expense. The Resident must retain the security guard from the Association's current security company and the security guard must remain at the Clubhouse for the entire duration of the event. No alcoholic beverages may be consumed at the event or within the Clubhouse by anyone under the age of 21

The Association reserves the right to:

- Enter the premises at any time
- End the event if rules are violated or disturbances occur

The Renter is fully responsible for:

- All guests, agents and vendors
- Any damage caused during the event

SETUP, CLEANUP & SECURITY

- The Renter must coordinate setup and breakdown with the Association office
- The Clubhouse must be vacated by the agreed time
- Security will inspect the premises after the event
- Any damages exceeding the deposit will be billed to the Renter

INSURANCE & VENDORS

- Vendors (caterers, entertainers, etc.) must provide **proof of insurance**
- The Association must be listed as an **additional insured** on all insurance policies
  _____ Initial
- The Renter must provide proof of **liability insurance ($1,000,000 minimum)**

- All required documents must be submitted at least **7 days prior** to the event.

LIABILITY & INDEMNIFICATION

The Renter assumes full responsibility for the use of the Clubhouse and agrees to:

- Hold harmless and indemnify the Association, its officers, directors, agents and employees from any and all losses, claims, damages, actions, liabilities or injuries arising from or connected with Renter's use of the Clubhouse or any other Association property or Renter's violation of any covenant, rules or applicable law, code or ordinance with respect to the use of the Clubhouse.
- Comply with all applicable laws, codes, ordinances and rules and regulations of any authority having jurisdiction and Association rules and regulations. Use of the Clubhouse is at Renter's **sole risk**. The Association is not responsible for lost or stolen items.

CANCELLATION

The Association may cancel this Agreement due to emergencies, severe weather, or unforeseen circumstances. In such cases, all fees will be refunded. The Association is not responsible for additional costs incurred by the Renter.

GENERAL TERMS

- This Agreement is governed by the laws of the **State of Florida**
- Any legal action shall take place in **Miami-Dade County**
- This Agreement represents the entire understanding between the parties

- Any changes must be in writing and signed by both parties and addressed to the Association at:

  COSTA DEL SOL ASSOCIATION, INC

  One Costa del Sol Blvd.

  Doral, FL 33178

EVENT CHECKLIST is REQUIRED

Please submit the following at least 7 days before the event:

- Guest list and vendor list
- Vendor and Renter insurance certificates
- Set-up and breakdown schedule
- Parking plan (provided by Association)
- Contact Security to coordinate access: **(305) 591-2876**

Costa Del Sol Association, Inc.

One Costa Del Sol Blvd., Doral, FL 33178

Email: info@cdsassociation.com | Phone: 305-592-2292

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COSTA DEL SOL ASSOCIATION, INC.

By: _____

Title:_____

RENTER:

Name: _____

Signature: _____

Phone: _____

EVENT CHECKLIST & CLUBHOUSE PROCEDURES

Please attach the following information and keep for your records on the day of the event.

1. Provide the list of **names** of **Attendees** and **Services Providers** that will attend the event.

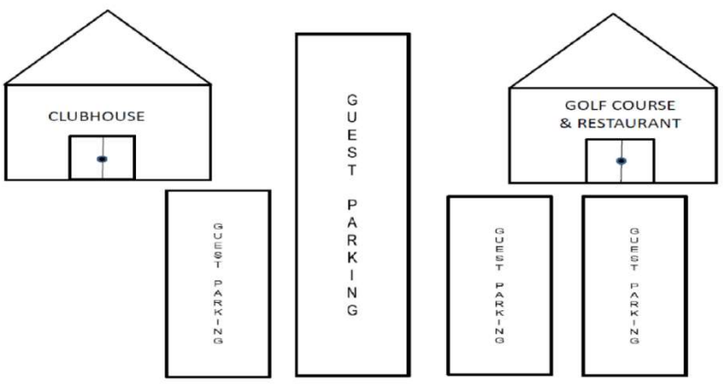
2. Attached is the **Map**, indicating the guest parking areas that may be used during the event.

3. Provide the **day, date** and **time** for the **installation** and **removal** of the equipment/decorations necessary for the event.

4. Attach the **Liability Insurance** of any **vendor/caterer** that will be present at the event.

5. Please call **Security** at **(305) 591-2876** to coordinate **opening** and **closing** of Clubhouse.

6. Insurance needs to be **attached** with the contract. The certificate holder must appear as Costa del Sol Association.



Event Liability Insurance Requirement
The renter is required to obtain and maintain event liability insurance for the duration of the event. Proof of insurance must be provided to the Association prior to the event date.
For your convenience, event insurance may be purchased through the following provider: K&K Insurance – Special Event Insurance or Scan the QR code. The Renter may also obtain equivalent coverage from another insurance provider, provided the policy meets the Association's insurance requirements and is approved by management prior to the event.

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