

Proposed Updates to Clubhouse Rental Agreement



Costa Del Sol
COSTA DEL SOL ASSOCIATION, INC

CLUBHOUSE RENTAL AGREEMENT

("Agreement")

This Agreement is entered into on _____, 20____, between Costa Del Sol Association, Inc. ("Association") and:

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, 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



Costa Del Sol

The following areas are NOT included:

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

_____ Initial

RULES & RESTRICTIONS

The Renter agrees to the following:

- No smoking inside the Clubhouse
- No fog machines, smoke devices, or flammable materials
- No cooking; **food warming only 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

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 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**



- 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, and employees from any claims, damages, or injuries arising from the event
- Comply with all applicable laws and Association rules

Use of the Clubhouse is at the 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



Costa Del Sol

ATTACHMENT A – EVENT CHECKLIST (REQUIRED)

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

- Guest list and vendor list
- Vendor insurance certificates
- Setup 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

COSTA DEL SOL ASSOCIATION, INC.

By: _____

Title: _____

RENTER:

Name: _____

Signature: _____

Phone: _____



CLUBHOUSE PROCEDURES

Please attach the following information asked and keep for your records the day of the event, the information attached.

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** that is 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

