

CAMBRIDGE LAKES COMMUNITY CENTER
ROOM RENTAL AGREEMENT

RENTING ELIGIBILITY

Room rentals may only be made by residents. The resident renter must be present at all times. Residents must be in good standing with the association in order to rent the facility.

AVAILABILITY: Room rentals are available on a first come, first serve basis. Two rental times are available: 8:00 a.m. to 2:00 p.m. and 3:00 p.m. to 9:00 p.m.

RENTAL FEE:

Gathering Lounge & Kitchen: \$75 per shift
Classroom: \$15 for a group of 5 or more.

SECURITY DEPOSIT/AGREEMENT: Room Rental Agreement must be completed within seven (7) days of request. A security deposit of Two Hundred Fifty Dollars (\$250.00) (“Deposit”) to confirm the room reservation is required within fourteen (14) days of hold date. Without deposit the room will be offered to the next available resident without notification. The Deposit shall be deposited in a Cambridge Lakes bank account upon receipt, unless provided for elsewhere herein. The deposit is refundable if the event is cancelled provided that the RENTER notifies the Cambridge Lakes Homeowners Property manager (in writing) no later than thirty (30) days prior to the Event. The deposit shall be returned no later than three (3) business weeks after the date of Event.

GUARANTEES: It is essential the RENTER provide the Cambridge Lakes Manager (in writing) with the final arrangements including certificates of liability and guest count no later than 12:00 noon, fourteen (14) days prior to the function.

The total invoice (Room Rental Fee plus any additional fees, as explained herein) is due thirty (30) days prior to function.

EVENT LIABILITY: Cost to repair damage to the Premises caused by anyone attending the Event will be charged to RENTER at actual repair or replacement costs plus a 15% handling fee. RENTER accepts any liabilities arising from damage, loss or theft to the facilities caused by any person attending the event.

PREMISES SECURITY: CAMBRIDGE LAKES HOMEOWNERS ASSOCIATION assumes NO responsibility for damage or loss of any personal property, merchandise or articles left on the Premises.

MAXIMUM NUMBER OF PEOPLE:

A maximum of ninety four (94) are allowed in the Gathering Room.
A maximum of twenty five (25) are allowed in the classrooms.

