

## **San Miguel Ranch Master Association Clubhouse Rental Terms and Conditions**

The following Rules and Regulations apply to all users of the Multi-Purpose Room. Please note that all San Miguel Ranch Master Association Rules & Regulations apply as stated below and in your CC&R's. The San Miguel Ranch Master Association facilities are provided for the exclusive use of San Miguel Ranch Master Association residents only and will not be made available for use by the general public or any outside organization(s). All events must be hosted by a current association resident. If it is determined that a non-resident or outside organization has hosted an event, the security deposit will be forfeited. The resident host must be in attendance for the entire event and is responsible for the security of the event, all guests, and the leased portion of the Clubhouse. Also, all association dues must be current in order to reserve room. Rental does not include pool, spa or fitness center use. The San Miguel Ranch Board of Directors requires the following guidelines be followed:

- A. Security Deposit: The Association may, for any of the following, retain a portion or all of the security deposit for:
  - 1. Damage to the facility, its contents and/or common areas, by members or guests.
  - 2. Violations of any of the Rules & Regulations.
  - 3. Any cleaning required after the conclusion of your event, such as the removal of food, trash, or decorations. *'Conclusion' of the event refers to any time after 10:00 p.m. Monday - Thursday and 11:00 p.m. Friday - Sunday. This cleaning will incur a charge of \$50 per hour.*
  - 4. Violating any of the Rules noted below in this agreement.
- B. Reservations, payments, & cancellations are to be handled at the Association onsite office, during business hours only. **All cancellations must be in writing.**
- C. Your event must end, including clean up, no later than 10:00 p.m. Monday - Thursday and 11:00 p.m. Friday - Sunday. No exceptions. Therefore arrangements should be made with your guests and vendors to accommodate the timeframe.
- D. The Clubhouse house rental is limited to and may not exceed 67 guests. Should there be more than 67 guests the contracted member must remove people from the event until it is down to 67 guests.
- E. Host must arrange and be present for all pick-ups and deliveries (if any) to be made on the day of the event. No deliveries/pick-ups will be permitted the day before or the day after your event. You must make arrangements **during the hours of Clubhouse use only**. Please plan accordingly.
- F. All rental furniture, food, trash and decorations must be removed no later than 11:00 p.m. When decorating, please use ONLY scotch tape. Do not use nails, duct tape, staples, tacks, or masking tape
- G. No Pets are allowed in the Multi-Purpose Room.
- H. No Smoking is allowed in Multi-Purpose Room.
- I. Alcohol is not permitted outside of the Clubhouse. In accordance with California State Law, no one under the age of 21 shall be served an alcoholic beverage while on the premises. If alcoholic beverages are served at a function held in the facilities, no minors are to be present without parental permission.

- J. Electronic amplification equipment may not be used past 8:00 p.m. from Sunday – Thursday and 9:00 p.m. from Friday – Saturday. Use of amplification equipment past 8:00 p.m. from Sunday – Thursday and 9:00 p.m. from Friday – Saturday will result in forfeiture of deposit and suspension of clubhouse rental privileges for a specific period of time. Music is to be kept at a low level so as not heard in parking lot or street in consideration of nearby residents at all times. DJ must set-up inside, and karaoke should not be amplified.
- K. Facility reservations **do not** include use of the pool, spa, gym, basketball court, tennis court or Tot Lot.
- L. The Clubhouse may not be used as an income-producing venue. No charging fees of any kind or selling of items or services will be allowed when renting the Clubhouse unless approved by the Board of Directors.
- M. All reservations for parties of young adults under the age of 18 must have adult supervision at ALL TIMES.
- N. Charcoal BBQ's, open fires, pony rides, tiki torches, and carnival type activities are prohibited. Free standing tents (not staked in the ground) are permitted. No tents or covers are permitted to be attached to the building's structure.
- O. Set up for the event may not begin earlier than 5:00 p.m. Monday - Thursday and 10:00 a.m. Friday - Sunday. You cannot set up a day before your event, so please plan accordingly.
- P. **The Clubhouse is available for use by San Miguel Ranch Master Association homeowners, or their assigned tenants, who are current with assessment dues.** The use of the facilities by a homeowner or assigned tenant may be restricted by the Board of Directors for violation of the Association's rules, delinquent assessments, unpaid fines, or abuse of the recreational facilities or common areas.
- Q. The Board of Directors requests that event attendees be directed to park outside of the Clubhouse parking lot on Calle la Marina to ensure adequate parking for users of the recreational facilities.
- R. Host is responsible for guests leaving their event. No trash should be left in the parking lot or in the common area. Host is responsible for keeping the noise to a moderate level while their guests are exiting the facility.

***By my signature below I acknowledge that I am hosting this event and that I have read, understand and agree to comply with all of the above Rules and Regulations.***

Member's Signature: \_\_\_\_\_

Date: \_\_\_\_\_