



3561 Truman Road OFFICE, Perrysburg, OH 43551  
 Phone (419) 837-6929 Fax (419)-837-9925

## Clubroom Rental Agreement

The Troy Villa Clubroom is only available to current residents of Troy Villa and the host must be present at all times during the event. This rental is free of charge however, we do require a deposit of \$100.00 to secure your date and in the event damages do occur. Your date will only be reserved when we receive your signed reservation form and deposit. If the Clubroom is not returned clean and free of damage, we will deposit the full \$100.00 and any money remaining will be applied to your account as a credit. In the event the damage exceeds the amount of the deposit, it will be billed to your rental account and is due immediately. Please stay out of all closets, office area and kitchen cabinets. Do not take food or leave food in the freezer, refrigerator or kitchen cabinets.

Examples of Damages include, but are not limited to:

- Tape left on ceilings, light fixtures, tables etc. \$25.00 (Minimum Charge)
- Stains/debris on carpet or surfaces Subject to Subcontractor Charges
- Lost Key \$50.00
- Cleaning Charge \$25.00/Per Hour Minimum  
 (Cleaning charges will be assessed if any food or debris is left on tables, floors, curtains, refrigerator, clogged sinks, bathrooms trash left behind ect.)

### What you need to Know:

- PARKING: Guest parking for a club room rental is permitted around the office circle ONLY. Do not allow guests to park on the side of the road where homes and driveways are.
- NO POOL ACCESS: The pool is off limits to clubroom rental guests. Violations of this rule will cancel your ability to utilize the Clubroom or Pool in the future.
- TRASH: Trash is to be taken with you to your home site for disposal. Do Not put your trash in the Club house trash can.
- Rules for clean up are on the refrigerator in the club room. Please follow these guidelines to insure a full deposit return.
- Guest limit for the clubroom is 43 occupants. Any events who are past this limit will be shut down and told to leave immediately.

### What you will need:

- Please bring your own trash bags – 1 will be supplied
- Please bring your own Utensils, Plates ect.

Please make deposit checks payable to Troy Villa MHC LLC in the amount of \$100.00 and attach to the bottom portion of this rental agreement.

I have read and understand that the contents of the rental agreement and under those terms: Take full responsibility for the condition of the building and grounds during the specified date. I also understand that I will be charged for any damages that occur during the event.

Date of Event: \_\_\_\_\_ Lot# \_\_\_\_\_ Phone: \_\_\_\_\_ Todays Date \_\_\_\_\_

Resident (Print): \_\_\_\_\_ Resident (Sign) \_\_\_\_\_

Official Use Only:

Check#: \_\_\_\_\_ Date Received: \_\_\_\_\_ Managements Signature: \_\_\_\_\_