

Gilder Creek Clubhouse Reservation Form

(404 Grimes Drive, Simpsonville, SC 29681)

\$65 Day rental fee

\$200 Security Deposit

RESERVATION Date: _____ Today's Date: _____

Homeowner Name: _____

Homeowner Address: _____

Email: _____

Phone: Daytime: _____ Evening: _____ Cell: _____

Reservation time start (including set up): _____

Residents must be current with HOA assessments to rent the clubhouse

Reservation end time (including clean up): _____

Type of function: _____ Number of guests: _____

RENTAL FEES: Please make \$65.00 check for rental fee payable to **Gilder Creek Farm HOA**. This is a non-refundable rental fee which will not be returned unless reservation is cancelled at least 3 days prior to the event. Consecutive rental days are at a rate of \$150.00 per additional day; please make your check out accordingly.

DEPOSIT: Please make a separate check for \$200.00 for security deposit payable to **Gilder Creek Farm HOA**. Check held and not deposited prior to function. *Security deposit check will be returned if all clubhouse rental responsibilities are met following function.* Please indicate whether you would like to have your check: ___shredded or ___mailed (check one) after inspection. You will be contacted following an event if there is an issue.

To guarantee your reservation, your deposit must be received within 3 business days of your request. If your deposit is not received within this time frame, your reservation will be automatically cancelled.

SEND TO: GILDER CREEK FARMS HOA
38 PARKWAY COMMONS WAY
GREER, SC 29650

checks must be from resident's back account

CONFIRMATION: Reservations are confirmed upon receipt of signed reservation form, rental check, and security deposit check.

ACCESS: You will be able to use your assigned pool key FOB on the day and time of your rental to gain access. Please note that the clubhouse rental does not include use of the pool.

QUESTIONS: Call Chastine Property Management at **864-640-8137** during office hours:

Monday-Thursday: 9:00 AM – 5:00 PM

Friday: 9:00 AM – 1:00 PM

Gilder Creek Clubhouse Rental Responsibilities

Community parties and function cleanings are the responsibility of the person or persons who organized the function.

- The community member reserving the clubhouse must be present at the rental event
- Reservation of clubhouse during pool hours does not close pool to community
- Wet swim suits are prohibited from the clubhouse
- **ATTACHMENTS OR MARKINGS ON THE CLUBHOUSE WALLS, WINDOWS, DOORS, OR BASEBOARDS ARE PROHIBITED. IF NAILS, PUSHINS, TAPE, BALLOONS, OR ANYTHING IS ATTACHED OR PLACED ON THE WALLS, FIXTURES OR BASEBOARDS, THE RENTER WILL AUTOMATICALLY FORFEIT THEIR DEPOSIT AND MAY BE SUBJECT TO ADDITIONAL CHARGES. THERE WILL BE NO EXCEPTIONS.**
- Provide your own trash bags, paper towels, napkins, etc.
- Smoking is prohibited in the clubhouse
- No kegs in the clubhouse. Please store them on the deck outside
- Glass containers of any type are strictly prohibited on the exterior of the clubhouse
- All trash must be taken to the large trash receptacles outside. Replace trash can bags in each trash can
- Vacuum all floors and carpets
- Wash all flooring
- Wash countertops in kitchens and bathrooms
- Wash all tables and appliances (microwave and refrigerator)
- Empty refrigerator of all the items you brought in
- Flush and clean toilets, empty bathroom trash cans, put clean trash bags in trash cans
- Tables and chairs must be cleaned, folded, and returned to storage closet. PLEASE do not lean tables or chairs against the wall
- Upon exiting: Turn off all ceiling fans and exterior lights, set heating and cooling back to settings posted at each thermostat, lock all exterior doors.

THE FACILITY MUST BE LEFT IN GOOD CONDITION FOR THE RETURN OF THE SECURITY DEPOSIT

By signing, I am acknowledging receipt, review, and acceptance of clubhouse rental responsibilities. Violation of clubhouse responsibilities may result in forfeiting of my security deposit. Leading up to your event, if you need to change your rental times, please contact the HOA asap so we may note the changes on your form and let the Board know of time change. No changes may be made 0-72 hours before your rental.

RETURN BOTH PAGES, KEEP A COPY FOR YOURSELF!

Signature: _____ Date: _____

Office use only:

Notified Board via email _____	Contacted Renter: _____
Rental Fee Paid \$ _____	Check # _____ Date Received _____
Security Deposit Paid \$ _____	Check # _____ Date Received _____
Deposit Returned \$ _____	Check # _____ Date Ret'd/Shredded _____