

# Gilder Creek Farm Clubhouse Reservation Form

(Clubhouse address is; 404 Grimes Drive Simpsonville, SC 29681)

**\$75 Day rental fee**

**\$250 Security Deposit**

RESERVATION Date: \_\_\_\_\_ Today's Date \_\_\_\_\_

Homeowner Name: \_\_\_\_\_

Homeowner Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: Daytime: \_\_\_\_\_ Evening: \_\_\_\_\_ Cell: \_\_\_\_\_

Reservation time start (including set up): \_\_\_\_\_ End time (including clean up) \_\_\_\_\_

Type of function: \_\_\_\_\_ Number of guests: \_\_\_\_\_

**RENTAL FEES:** Please make a \$75.00 check for the rental fee payable to Gilder Creek Farm HOA.

**CANCELLATION:** if reservation is cancelled within 2 days of the event, the rental fee is nonrefundable.

**CHANGE FEE:** \$10 Change fee on any date changes.

**SECURITY DEPOSIT:** Please make a separate check for \$250.00 for security deposit payable to Gilder Creek Farm HOA. Security Check will be held and not deposited prior to rental. Security deposit check will be returned if ALL clubhouse rental responsibilities are met.

**To guarantee your reservation, your deposit must be received within 2 business days of your request. If your deposit is not received within this time frame, your reservation will be automatically cancelled.**

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.

**SEND TO: GILDER CREEK FARM HOA**

c/o Chastine Property Management, Inc.

P.O. Box 1037 / 139 Bridges Road, Mauldin, SC 29662

office hours: Monday-Thursday 9am-5pm & Friday 9am-1pm)

**Checks must be from the resident's bank account. Residents must be current with HOA assessments to rent the clubhouse. NO outside rental allowed.**

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

**ACCESS:** Your fob will be activated the day of your rental for the times you have designated above.

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

**WIFI PASSWORD** Dynamicwater856

Revised; 04/2024

# Gilder Creek Farm Clubhouse Rental Responsibilities

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

- The community members reserving the clubhouse must be present at the rental event.
- Reservation of clubhouse **does NOT include Pool & Parking Lot Areas**. Pool hours does not close pool to community during rental. No pool parties are allowed or use of pool when renting clubhouse.
- Wet swimsuits are prohibited in the clubhouse.
- ATTACHMENTS OR MARKINGS ON THE CLUBHOUSE WALLS, WINDOWS, DOORS, TRIM, OR BASEBOARDS ARE PROHIBITED. IF NAILS, PUSHINS, TAPE, BALLOONS, OR ANYTHING IS ATTACHED OR PLACED ON THE WALLS, FIXTURES, TRIM OR BASEBOARDS, THE RENTER WILL AUTOMATICALLY FORFEIT THEIR DEPOSIT AND MAY BE SUBJECT TO ADDITIONAL CHARGES. **THERE WILL BE NO EXCEPTIONS. Only tape allowed is the Painters tape that is supplied (on kitchen counter) by the HOA**
- 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 ALL 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 can.
- Tables and chairs must be cleaned, folded, and returned to the storage rack. PLEASE do not lean tables or chairs against the wall. Do not roll chair rack from its location.
- Upon exiting: Turn off all ceiling fans and 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 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 the time change. No changes may be made 0-48 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 _____

Revised: 04/2024