

Wellington Place Master Owners Association, Inc.

Clubhouse Use Information Sheet

3600 NW 43rd Street, Suite F-1

The Wellington Place clubhouse is available for Wellington Place resident's personal use only. (No commercial use). The use of the facility will be limited to the owners of record of Wellington Place only. Owner must be present at all times.

There is a charge of \$55.00 for use of the clubhouse. In addition, a \$75.00 deposit (refundable) is required to be placed with the clubhouse manager at the time of scheduling. **The date will not be reserved until the rental and deposit are received.** (This will eliminate any double bookings.) Please pay in the portal or in the form of a check/money order. **We do not accept cash.** The \$75.00 deposit will be returned upon return of all keys and an inspection of the facility by an authorized representative. **PLEASE RETAIN TOPSHEET FOR YOUR REFERENCE**

Homeowner shall indemnify and hold the Association harmless from any and all damages caused to persons or property during the Homeowner's use of the facilities. Damages to the Clubhouse or adjacent common areas in excess of the deposit shall be charged to the Homeowner as an individual assessment.

- The clubhouse manager is Martinback Group Real Estate Inc Caminfognv2@gmail.com 352-647-2540. You must complete the rental form and pay the deposit prior to scheduled date of your activity. You must call, in advance, to arrange to pick up the keys. Keys may be picked up no less than 24 hours before scheduled use. (Keys must be picked up by the owner who is using the clubhouse). If you don't make arrangements to pick up the keys, don't expect the keys to be available.
- **Clubhouse hours are from 8am until 10 pm. (This will be strictly enforced)**
- Please do not enter the clubhouse before or after your assigned day(s).
- ***NEW: Do not use tape on the walls or ceiling. 3M Command hooks or removable mounting putty are recommended instead.***
- ***NEW: Parking in the traffic circle is not permitted except for quickly loading and unloading. If there are not enough spots in the parking lot, your guests may park on the straight parts of 112th Street.***
- Keys must be returned to the Clubhouse Manager within the 24 hours following reserved date. If you've rented the clubhouse over the weekend, keys must be returned by 5:00 pm on the following Monday.
- The Clubhouse may not be used for any type of commercial activity. (i.e., No garage sales or yard sales)
- **All trash must be removed and taken home with you. Do not use garbage can located at the pool.**
- Floors must be swept and mopped, and the sink, refrigerator, and microwave must be cleaned.
- A/C, heat, and lights must be turned off.
- All doors must be locked.
- Bathrooms must be cleaned of all party trash and any mess caused by the party. All trash must be taken home.
- Rental of clubhouse does not include rental of pool. You will be permitted to use the pool; however, it will remain open to other owners.

Signature

Date

Wellington Place Master Owners Association, Inc.

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Date of Application: _____

Name: _____

Address: _____

Phone: _____

Cell Phone: _____

Email: _____

Rental Date Requested: _____

Start Time of Event: _____

End Time of Event: _____

Type of Function: _____

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Owner Signature: _____

Rental Paid: _____ Date: _____

Check # _____

Deposit Received _____ Date: _____

Keys Picked Up: _____

Inspection Completed: _____ Date: _____