

HeatherRidge Clubhouse

5900 HeatherRidge Dr

Gurnee, Il. 60031

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**Rental Rules, Regulations and Rental Contract**

This agreement made (date) : \_\_\_\_\_

By \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ and between Golfvisions Management Inc.

For the propose of \_\_\_\_\_ on (date): \_\_\_\_\_

For the hours of \_\_\_\_\_ till \_\_\_\_\_ Number of guest \_\_\_\_\_

Room Rental Fee \$ \_\_\_\_\_

Room set up, take down & general cleaning \$ \_\_\_\_\_

Bartender Fees \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

Minus 50% deposit \$ \_\_\_\_\_

Total Due (10 days before function) \$ \_\_\_\_\_

To guarantee your requested date, a 50% deposit for room rental must be made by credit card or cash at time contract is signed. Balance of rental fee is due 10 days prior to event in the form of cash or credit card. For functions with open bar, the total bar bill is due 10 days prior to function.

A security deposit of \$300.00 on a valid credit card is required at time contract is signed. Security deposit will be refunded onto credit card if there is no extra clean up or damages of any sort. A valid credit card number will be kept on file in case of damages or excessive cleanup.

Private functions are limited to 125 people. The customer renting the room must be in attendance of the function the entire duration of function is going on.

Final plans for set up are due to manager 10 days prior to event. The set up and take down of tables and chairs is to be done by employees of Golfvisions.

Decorations are limited to fireplace mantels, tables and patio only. No open flames or candles allowed. All candles must be battery operated. It is not permitted to affix decorations to walls and ceiling by means of tape, thumb tacks, push pins etc. NO GLITTER, CONFETTI OR LOSE BEADS OF ANY TYPE ARE ALLOWED.

No alcoholic beverages may be brought onto HeatherRidge property or into building. Bar service is available upon request. The customer will be given the option of 'cash bar', 'tab bar' 'open bar' or a combination of the aforesaid. Should the customer choose open bar bill must be paid 10 days prior to event. Should the customer choose a tab bar, a valid credit card must be given to bartender to open POS system. At the end of event customer must settle bill with credit card used to open POS or cash.

The customer is to pay a \$25.00 per hour fee for each bartender. Events over 50 people require 2 bartenders. An 18% service fee will be added to open bar and tab bars.

Should a customer choose to have a non-alcoholic party the bar doors will be locked and the bar will not be available.

All children under the age of 21 are NOT allowed in bar when alcohol is being served.

Cooking is not allowed in Clubhouse kitchen. However, precooked food may be reheated in the kitchen.

The customer must gather, bag and remove all garbage, table service, table cloths and debris before leaving. Dumpsters are located in back of building. Extra garbage bags are in drawer in kitchen. The customer must leave room in reasonably clean condition prior to the expiration time of rental agreement. Any extra cleaning fees, damages or extra time room was use beyond rented time will be deducted from refund of security deposit made on credit card at time of rental.

The customer is responsible for any and all damages to the premises and surrounding areas and all personal property related thereto during the rental period. The cost will first be deducted from security deposit, if damages exceed \$300 customers credit card on file will be charged.

Smoking is not permitted in building. All smoking must be done outside at least 15 feet from building.

The customer shall be responsible for any personal injuries sustained by customer, his agents, guests and invitees and shall hold the HUA and Golfvisions harmless for any claim, controversy or causes of action arising from any acts, errors or omissions of the customer, his family members, agents and guests.

The customer may terminate this agreement within 30 days of foresaid date at no charge. Should the customer terminate this agreement within 30 days of foresaid date, Golfvisions reserves the right to retain security deposit.

In the event of breach of this agreement, the customer shall be liable for all Golfvisions cost, expenses and attorney fees incurred in the enforcement of any of the provisions of this agreement. In the event of unforeseen circumstances or just cause GolfVisions reserves the right to cancel or terminate this agreement. Upon termination by Golvisions, GolfVisions will refund all moneys being held on behalf of the customer.

This agreement may not be assigned, subleased, modified or amended without the expressed written consent of GolfVisions.

The customer may enter The Clubhouse prior to the specific as set forth in the rental agreement contract for preparing The Clubhouse for the function, provided the times and dates are arranged with The Clubhouse manager and that such preparations does not create a disturbance to others who may be using The Clubhouse

The customer represents that they have read, understand and agree to the foregoing of this contract terms. By their signature below the customer agrees to strictly comply with such and guarantees full payment no later than 10 days prior to event.

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

Witnessed By: \_\_\_\_\_ Date \_\_\_\_\_

Credit card # \_\_\_\_\_ Exp \_\_\_\_\_