

## CLUBHOUSE RULES & PROCEDURES

*The Raintree Lake Clubhouse may be rented for private parties to residents in good standing with the Association. Reservations are made through the RLPOA office during regular business hours.*

In consideration for the use of the clubhouse, the resident agrees to the following conditions:

1. The charges for use of the Clubhouse are current on our website at [www.rlpoa.com](http://www.rlpoa.com). The charges for use of the Clubhouse are subject to change.
2. The rental fee and cleaning fee must be paid no later than scheduled event. Resident's dues and fines must be current at time of booking and day of rental.
3. Damage deposit must be paid in advance within seven (7) calendar days after making the reservation. Deposit will be refunded within fourteen (14) calendar days after event.
4. Deposit, rental fee, and cleaning and breakdown fees will be deposited in the RLPOA banking account at the time of receipt.
5. Any cancellation by the resident within forty-five (45) days of the event will result in a \$100.00 cancellation fee which will be deducted from the deposit.
6. The swimming pool is not included with the rental of the Clubhouse. Any guests attending the function are not allowed use of the swimming pool.
7. Resident must be present at **all** times during the function. The resident agrees to be responsible for the conduct of guests and, in cases of improper conduct, may be subject to arrest by the Lee's Summit Police Department.
8. Resident agrees to keep the premises in good repair, as well as cleanliness of the exterior grounds of the facility. Exterior cleanup is not included with the cleaning contract.
9. Resident agrees not to allow the use of the premises for any purpose other than that specified and to insure the specified use is carried out and conducted in a reasonable manner and is in compliance with any local, state or federal law.
10. No alterations to the premises and no decorations (except those specified in the approved decoration list) or other materials or substances may be brought on the premises which are not in compliance with the insurance coverage of the RLPOA, or which are in violation of any local, state, or federal law.
11. Resident agrees to indemnify and hold harmless the RLPOA from any liability resulting from use of the premises. The resident agrees to be responsible and acknowledges any and all legal liability resulting from the disbursement of alcoholic beverages and has no license to permit sale or distribution of same to the public on the premises and further has no insurance coverage for such activity. The Resident therefore agrees to indemnify and hold harmless RLPOA from any liability resulting from the use or disbursement of liquor on the premises described above.
12. Resident agrees that for any activity where minors are involved, one adult chaperone will be present at all times for every five minors present during the entire function. The resident may be held responsible for contributing to the delinquency of a minor should any minor partake in alcohol or drugs in association with the function.
13. Resident is responsible for any and all damage which occurs during the rental period. Reasonable cost of repair or replacement will be deducted from the deposit to restore the premises to its' original condition. Damages in excess of the deposit will be billed to the resident. Unpaid damages will be subject to a lien against the resident's property.
14. No parking or driving on the grass. Vehicles parked on the grass or other common areas may be towed away. Unloading and packing up must be done from the parking lot only.
15. Keep music inside clubhouse. Any music coming from a live band or any electronic source shall be kept inside clubhouse. Fog machines are not allowed inside the clubhouse. They will set off the smoke alarm and you will be responsible for the cost to reset alarms.

16. Absolutely no smoking inside the building. Please use smoker stands located at the front door and on deck.
17. Tent Usage – In order to set up a tent on the clubhouse grounds for your function, you must request prior approval from the RLPOA Board of Directors or RLPOA agent. The tent must be set up less than 24 hours prior to the function and taken down within 48 hours after the function. Stakes for the tent cannot interfere with the sprinkler heads and underground lines. Lines will be marked by RLPOA 48 hours prior to your function. Rental tables, chairs and accessories left unattended under tents are at own risk.
18. Outdoor usages of facilities, such as bouncy houses, are not allowed. Propane grills can be utilized if they remain on concrete surfaces.
19. Resident agrees to remove all personal items and rented items, including tables, chairs, linens, glassware and china from the premises before the end of their rental time. Nothing can be left inside or outside clubhouse except tent as agreed to in #17.
20. No RLPOA chairs to be brought outside on deck or lawn.
21. All candles must be contained in a proper receptacle to prevent wax from dripping.
22. No rice, birdseed, confetti, glitter, sparklers or similar items are permitted on the clubhouse property.

*Revised 1/7/03, 3/24/05, 11/14/06, 10/11/11, 3/13/12, 12/10/12, 1/12/16, and 2/13/18.*