

ACACIA ASSOCIATION 2024 RENTAL AGREEMENT
CLUBHOUSE & GREAT ROOM

Resident _____ Address _____

Phone Number _____ Email _____ Type of Event _____

Rental Date Requested _____ Start & End Time _____
(Rentals are 6 hours minimum. Please make sure to include time for your set-up & clean-up.)

How Many Guests: Adults _____ Teens _____ Children _____ Will you use outside vendors/who? _____

Rental Fee for 6 Hours*

Refundable Reservation Deposit	\$ 50.00
Rental Payment	\$ 300.00
Total	<u>\$ 350.00</u>

**If you'd like to extend your event past 6 hours, it will be an additional \$50 an hour.*

A \$50.00 refundable deposit with a signed rental agreement will secure your date. The remaining \$300.00 balance must be paid one week prior to your rental date. Your \$50.00 deposit will be returned if the facility is left in its original condition.

Rental Includes

- Clubhouse Space & Great Room
- Four 8 ft tables, Six 6 ft tables, 65 folding chairs
- Three 42" round tables with non-foldable chairs
- Bar height countertop with 4 high-boy chairs
- Full kitchen which includes refrigerator, stove, microwave, coffee pot, sink and counterspace
- Bar height countertop with 4 chairs
- Big Screen TV
- Ping Pong Table
- Bags Game (cornhole)

*Weather permitting, use of the covered deck with seating as well as outside the Great Room's sliding glass doors are also available for use.

Your Role and Responsibilities

Any outstanding assessments/fees must be paid prior to reserving a rental date.

Furniture:

- Set up and take down all tables and chairs.
- If the furniture is moved, please put it back where it was.

Garbage:

- Garbage bags are in the top drawer under the TV in the kitchen area.
- Remove bags of garbage from containers, tie securely and replace them with a new bag.
- Deposit all garbage into the dumpster - located at the northeast end of the parking lot.

Cleaning:

- Please leave the clubhouse as neat and tidy as you found it.
- Vacuum, broom and mop are located behind the fireplace.
- Wipe down all surfaces that were used, including the tables and chairs.
- Cleaning products are under the kitchen sink.

GENERAL AGREEMENT FOR ALL RENTALS

I, the Acacia resident/lessee, will not rent the Acacia Association facilities to be used by a non-Acacia resident. Such action will result in the loss of your security deposit and clubhouse facilities/pool rental privileges revoked for a minimum of one year.

Lessee warrants and guarantees that no alcoholic beverages will be served to underage guests while using the Acacia Association facilities. This is in violation of Illinois state law. Breach of this contract will result in legal action from the state, the loss of your security deposit and clubhouse facilities/pool rental privileges will be revoked for a minimum of one year.

Lessee, and any outside vendor the Lessee contracts with, agrees to indemnify and hold harmless the Acacia Association against all claims for damage(s) of any nature resulting from lessee's rental of the clubhouse facilities.

Upon renting the Acacia Association facilities located at 111 Cascade Drove in the Village of Indian Head Park, IL, County of Cook, I, the lessee, hereby assume all responsibilities and liabilities for all laws and ordinances of the State of Illinois, County of Cook, Village of Indian Head Park. I acknowledge that The Acacia Association has advised me of my accountability for the actions and conduct, of my guests and any outside vendors, while utilizing the facilities of the Acacia Association.

I acknowledge that I have read and understood the above agreement.

Resident Signature _____ **Date** _____

*****OFFICE USE ONLY*****

Reservation Deposit \$ _____ **Date** _____ **Check/Receipt #** _____

Rental Payment \$ _____ **Date** _____ **Check/Receipt #** _____

Total Paid \$ _____ **Date** _____

Managing Director's Approval _____ **Date** _____

Clubhouse Director's Approval _____ **Date** _____