

USE AGREEMENT

SURFSIDE HOMEOWNERS ASSOCIATION BUSINESS OFFICE/COMMUNITY MEETING AREA

_____ Use of the Surfside Community Meeting area at the Surfside business office shall be available only to Surfside members "in good standing" (such as all assessments and fees for the year are paid in full) or their agent. Other requests to use the facility by persons outside Surfside's membership shall be reviewed and approved by the Board President or Business Manager.

_____ The community meeting area shall be used during regular business hours unless other hours, such as Saturday afternoon, Sundays or holidays have been approved by the Board President or the Business Manager. If used outside of regular business hours, one person shall be designated as the person responsible for obtaining a key and disarming and re-arming the security system. This designated person shall take full responsibility to lock and secure the room after the scheduled use.

_____ No fee will be assessed for use of the meeting area by Surfside members. A Board established fee may be charged to the organizations or individuals outside of the Surfside membership using the facility. A fee may also be assessed if Surfside employees are required to be on site during the time of use, such as use of the facility outside of regular business hours.

_____ Upon leaving the room at the end of the event, the room shall be cleaned, chairs and other equipment stored in its original location, garbage placed in the receptacle provided and the room left in the same or better condition it was prior to the use.

_____ Surfside shall not be responsible for any damage to personal property that could occur due to loss of power to the building or property during the use of the meeting area.

_____ Alcohol will be present, the user will be required to furnish a copy of a banquet permit, acquired from Washington State Liquor Control board.

_____ Failure to comply with these rules shall result in loss of future use of the community/meeting space, in addition to any legal action that may result.

I hereby acknowledge receiving a copy of the above rules for using the Surfside business office community meeting area and agree to all requirements. I agree to return the key to Surfside's business office on the first work day following the meeting room use or leave the key on the table before locking up behind you when finished.

Purpose of Use _____ Will there be a charge? _____

If so, for what? _____ Date and Hours of use: _____

Print Name of Person Responsible

Signature of Person Responsible

Date