

**AUBURN MEADOW COMMUNITY ASSOCIATION**  
**1205 AUBURN MEADOW LANE, SCHERERVILLE, IN 46375**  
**CLUBHOUSE RENTAL RESERVATION FORM**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CONTACT PHONE NUMBER \_\_\_\_\_  
DATE OF EVENT \_\_\_\_\_ TIME OF EVENT \_\_\_\_\_  
NUMBER OF GUESTS \_\_\_\_\_ (MAXIMUM GUESTS ALLOWED IS 60)  
TYPE OF EVENT \_\_\_\_\_

***RULES FOR CLUBHOUSE USE***

*(EFFECTIVE MAY 21, 2018)*

- ***ANY ADULT AUBURN MEADOW HOMEOWNER IN GOOD STANDING MAY RENT THE AUBURN MEADOW CLUBHOUSE.***
- ***HOMEOWNER MUST BE PRESENT IN THE CLUBHOUSE AT ALL TIMES DURING RENTAL.***
- ***RENTAL CHARGE IS \$125.00. A CHECK FOR THE RENTAL FEE ALONG WITH A SEPARATE CHECK FOR THE DEPOSIT IN THE AMOUNT OF \$100.00 MUST BE SUBMITTED AT THE TIME OF THE RESERVATION. THE \$100.00 DEPOSIT WILL BE HELD AS DEPOSIT AGAINST POSSIBLE DAMAGES. IF DAMAGES ARE IN EXCESS OF THIS AMOUNT, THE HOMEOWNER WILL BE RESPONSIBLE FOR PAYING SUCH DAMAGES.***
- ***RENTALS ARE PERMITTED FROM 9:00 AM TO 9:00 PM. IF ANY EVENT GOES BEYOND 9:00 PM INCLUDING CLEAN UP, IT WILL RESULT IN A FORFEIT OF THE DEPOSIT.***
- ***ANY "NO SHOW" WILL FORFEIT THEIR DEPOSIT AND RENTAL FEE.***
- ***ONLY THE MULTI-PURPOSE ROOMS AND KITCHEN FACILITIES MAY BE USED DURING THE TIME OF THE RENTAL. GUESTS ARE NOT PERMITTED TO USE THE EXERCISE ROOM, THE POOL OR THE OFFICES.***
- ***ALL OTHER RESIDENTS OF AUBURN MEADOW ARE ALLOWED TO USE THE POOL, EXERCISE ROOM, AND LOCKER ROOMS WHILE THE CLUBHOUSE IS BEING RENTED.***
- ***NO USE OF ADHESIVE TAPE, TACKS, HOOKS, STAPLES OR NAILS ON THE DRYWALL IS PERMITTED.***
- ***ALL GARBAGE MUST BE PLACED IN THE DUMPSTERS ON THE SIDE OF THE CLUBHOUSE. DECORATIONS MUST BE REMOVED AND ALL TABLES MUST BE CLEANED. THE KITCHEN MUST BE CLEANED AND THE DISHES WASHED AND PUT BACK IN THE CABINETS. A PORTION OF YOUR DEPOSIT WILL BE WITHHELD IF ALL DECORATIONS INCLUDING HELIUM BALLOONS ARE NOT REMOVED.***
- ***NO FIRE PITS, INFLATABLE DEVICES, MOONWALKS, ETC. MAY BE BROUGHT TO THE CLUBHOUSE OR USED AT ANY ADJOINING GROUNDS INCLUDING POOL AREA, PARKING LOT OR GAZEBO. IN ORDER TO RESPECT THE HOMEOWNERS IN THE CLUBHOUSE NEIGHBORHOOD, NO GAMES OR ACTIVITIES ARE ALLOWED ON THE PARKING LOT OR LAWN AREA. ACTIVITIES RELATED TO THE EVENT ARE CONFINED TO THE CLUBHOUSE.***
- ***NO PETS ARE ALLOWED IN THE CLUBHOUSE OR POOL AREA.***
- ***THIS IS A NON-SMOKING FACILITY. ALCOHOL SERVED TO MINORS IS STRICTLY PROHIBITED. THE***

**HOMEOWNER WHO IS RENTING THE CLUBHOUSE IS RESPONSIBLE FOR THEIR GUESTS. NO KEGS OF BEER. ALL BEVERAGES INCLUDING ALCOHOL MUST BE SERVED IN CANS OR PLASTIC CONTAINERS.**

- NO VENDORS FOR PROFIT OR COMMERCIAL EVENTS ARE ALLOWED.
- ANYONE NOT FOLLOWING THE ABOVE STATED RULES WILL FORFEIT THEIR DEPOSIT AND BE DENIED FUTURE RENTALS OF THE FACILITIES.
- AT THE END OF YOUR EVENT, PLEASE USE THE “CLUBHOUSE RENTAL CHECKLIST” FORM AND PLACE THE COMPLETED CHECKLIST FORM IN DROP BOX IN FRONT OF THE CLUBHOUSE.
- PLEASE REMEMBER TO LEAVE THE FACILITY AS YOU FOUND IT. IF IS NOT IN SATISFACTORY CONDITION WHEN YOU FIRST ARRIVE, PLEASE NOTIFY THE PROPERTY MANAGER, CAROLIN KENNEALLY.
- THE AUBURN MEADOW COMMUNITY ASSOCIATION AGENTS OR OFFICERS RESERVE THE RIGHT TO INSPECT THE FACILITIES PRIOR, DURING, AND FOLLOWING THE EVENT.
- THE HOMEOWNER WILL INDEMNIFY AND FOREVER HOLD HARMLESS AUBURN MEADOW COMMUNITY ASSOCIATION, INC., AUBURN MEADOW TOWNHOME ASSOCIATION, INC., AUBURN MEADOW TERRACE HOME ASSOCIATION, INC., AUBURN MEADOW PAIRED COTTAGE ASSOCIATION, INC., (HEREAFTER COLLECTIVELY REFERRED TO AS THE “ASSOCIATIONS”) THEIR OFFICERS, AGENTS, SUCCESSORS AND ASSIGNEES, FROM AND AGAINST ANY AND ALL LIABILITIES, LIENS, CLAIMS, DEMANDS, DAMAGES, EXPENSES, ATTORNEY FEES, COURT COSTS, AND RELATED EXPENSES, FINES, PENALTIES AND LAWSUITS, PROCEEDINGS, ACTIONS, AND CAUSES OF ACTION, OF ANY NATURE AND KIND ARISING OR GROWING OUT OF, OR IN ANY WAY CONNECTED WITH THE HOMEOWNERS RENTAL USE, OCCUPANCY, AND/OR CONTROL OF THE CLUBHOUSE. IF ANY OF THE ASSOCIATIONS, THEIR OFFICERS, AGENTS, OR ASSIGNEES ARE MADE A PARTY TO ANY LITIGATION COMMENCED BY OR AGAINST THE HOMEOWNER, THE HOMEOWNER WILL PROTECT AND FOREVER HOLD THE ASSOCIATIONS, OFFICERS, THEIR AGENTS, SUCCESSORS, AND ASSIGNEES, AND WILL PAY ALL COSTS, EXPENSES, AND REASONABLE ATTORNEY FEES INCURRED OR PAID BY THE ASSOCIATION IN CONNECTION WITH SUCH LITIGATIONS.

IN CASE OF A MAINTENANCE EMERGENCY PLEASE CONTACT BARRY MAACK AT 219-242-2568 OR CAROLIN KENNEALLY AT 219-308-5191.

I ACKNOWLEDGE HAVING READ THE ABOVE RULES FOR THE CLUBHOUSE USE AND AGREE TO BE BOUND BY THE SAME.

\_\_\_\_\_  
(SIGNATURE OF RENTER)

\_\_\_\_\_  
(SIGNATURE OF PROPERTY MANAGER)

\_\_\_\_\_  
(PRINTED NAME OF RENTER)

\_\_\_\_\_  
DATE

PLEASE PLACE IN DROP BOX IN FRONT OF THE CLUBHOUSE.