

**Sanora Homeowners Association Inc. ▶ C/O AAM P.O. Box 1569
▶ Sanford, FL 32772**

**Rental Agreement for Sanora Homeowners Association, Inc. (SHOA) Clubhouse
and/or Pool at 239 Sanora Boulevard ▶ Sanford, Florida 32773**

Date of Rental: _____ Function: _____ Time In: _____ Time Out: _____

Rental: Clubhouse Pool Other _____ Alcohol: No Yes Food: No Yes

Organization/Club: _____ Individual/Family _____

Lessee (Print) Name: _____ Phone: _____ Cell: _____

Address: _____ City _____ Zip _____

Email address: _____

Rental Agent Phone# _____ Cell: _____ Home: _____

Initial Option:	Lessee	Rental Combinations	Clubhouse Fee	Pool Fee	Rental Total	Damage Deposit	Cleaning Deposit	Key Deposit	Deposit Total
	Non-Resident	Clubhouse	\$475		\$475	\$200	\$50	\$25	\$275
	Non-Resident	Pool Only Open \$300 -Closed\$400				\$200	\$50	\$25	\$275
	Non-Resident	Clubhouse & Pool Private event			\$850	\$200.	\$50	\$25	\$275
	Resident	Clubhouse & Pool	\$150	\$100	\$250	\$200	\$50	\$25	\$275
	Resident	Clubhouse Only	\$150/\$300*		\$150	\$200	\$50	\$25	\$275
	Resident		Pool Only 1-35 Free			\$200	\$50	\$0	\$250
	Resident	Pool Open over 35- \$100/Closed \$300			\$100/\$300	\$200	\$50	\$0	\$250
	Clean up done by SHOA		\$50	\$50					

***First rental for homeowners \$150.00 Second or more rentals \$300 in one calendar year January to January.**

Rental Costs	Amount	Deposits	Amount	Receivables	Amount	Check/MO #:	Balance Due
Rental Fee	\$	Damage	\$250	Rental Plus Tax	\$		\$
Pool Fee	\$	Key	\$25	Deposits	\$		\$
Rental Total	\$	Total	\$275	Total	\$		\$

Deposit of \$275 (mo) is required to hold date. Any cancellation within 48 hours of event will result in full forfeiture of deposit (\$275). Any cancellation within 30 days of event will result in \$100 of deposit. The rental balance is due two weeks before event.

Existing damage noted to lessee: _____

Immediate charges will be made against your damage deposit. Damages in excess of the secured damage deposit will be the responsibility of the Lessee. Damage deposit will be held until after rental and full deposit will be returned providing there is no damage to property and the terms and conditions of this contract have been met.

A clean-up checklist is listed on the back is provided for your convenience. Failure to comply with the terms and conditions of this contract will result in a partial or total charge against damage deposit.

Damage Charged: none Clean up Charged Description of cleaning or damage: _____

Deposits: \$ _____ Amount Charged: \$ _____ **Return Check Fee: \$25** Deposit Refund: \$ _____

Clubhouse Key: Lessee will pick-up key at the discretion of Sanora Representative renting the clubhouse.

Key pick-up date: _____ at _____ am or pm

Loss Due to articles left or stolen: SHOA will in no way be held responsible for real or personal property, lost or stolen, during the term of the contract.
Lessee initials: _____

Terms and Conditions

Hours	Time-In/Time-Out has been noted on the face of this contract. Adhere to agreed Rental Hours. You must be out by 12:00 am (Midnight) or \$100 will be deducted from deposit.
Damage	Lessee is liable for any damage to property during term of this contract. <u>The use of the fireplace for fires is prohibited.</u> (moved from bottom front)
Music	No loud music outside. Stop music at 10:00 pm. No offensive music.
Key	<u>Failure to leave the key on premises as agreed will result in a forfeiture of \$25 key deposit.</u>
Decorations	No Scotch Tape, Staples, Nials. Use only pins or existing Hooks. Do not move hooks that are provided. Remove all decorations at the end of your function. <u>Failure to do so results in a \$25 deduction from your cleaning deposit.</u>
Trash	Bring trash bags per your cleaning needs. All trash inside and outside of clubhouse must be picked up, bagged and placed in the trash cans outside the backdoor of the clubhouse. Remove all food and items from refrigerator and dispose of properly. <u>Failure to remove food and trash will result in a forfeiture of damage deposit.</u>
Set Up	Rental is by the day. Plan your event time with set up and clean up time in mind.

Clean-Up and Checklist

<input type="checkbox"/>	Restrooms	Trash cans emptied, toilets flushed, water and lights turned off.
<input type="checkbox"/>	Kitchen	Refrigerator clean, trash cans emptied, countertops cleaned, water and lights turned off, check cupboards and drawers. No cutting on countertops. <u>Cutting on countertops will result in forfeiture of full deposit.</u>
<input type="checkbox"/>	Storage Room	Lights off, personal belongings removed.
<input type="checkbox"/>	Hallway	Back door locked (both locks), patio lights turned off, fan switch off.
<input type="checkbox"/>	Great Room	Sliding glass doors locked, trash picked up. Sweep and mop all floors. <u>Failure to do so will result in a \$50 charge.</u>
<input type="checkbox"/>	Tables/chairs	Clear/wash off. <u>Do not</u> put tables and chairs back into storage room.
<input type="checkbox"/>	Key	Hang on bulletin board. Turn off outside lights and lock the bottom lock on the door as you leave.

Pool Parties

Pool Rules	Read and observe all posted pool rules of SHOA. Pool rules are posted on the pool house. <u>Failure to observe pool rules will result in forfeiture of damage deposit.</u>
Clean-Up	Outside trash cans are available around the recreational area. Remove all food and items for pool deck, outside grounds and place in trash cans by clubhouse. <u>Failure to remove food and trash will result in forfeiture of damage deposit.</u>
Restrooms	Outside restrooms are to be used by those using the pool and recreational area. No wet bathing suits inside the clubhouse. Floor is dangerously slippery when wet.

I have read this agreement and hereby agree to the terms and conditions stated herein.

Signed Lessee: _____ Date: _____ Signed SHOA: _____ Date: _____

Please complete all necessary information and return original to SHOA with a deposit of \$275. Unpaid rental balance must be received two (2) weeks prior to rental date.