

Hampton Park Facility Rental Agreement

Last Name _____ First Name _____
 Address _____
 Homeowner Account number _____
 Home Phone _____ Work _____ Cell _____
 Facility _____
 Purpose of Rental _____ Date _____
 _____ Start Time _____ End Time _____
 Number of Guests Expected: _____
 Emergency Contact: _____ Phone: _____

Only homeowner's current in their association dues will be allowed to rent HP facilities. The renting resident must be present at the party. Lifeguards and the On-Site manager have full authority to enforce all safety rules and insure the safety and well-being of guests and facility. Parties are to be private and by invitation only.

<u>Facilities</u>	<u>Weekday Rate</u>	<u>Weekend Rate</u>	<u>Security Deposit</u>
Celebration Pool * 3 hr. min.	\$25.00/hour	\$25.00/hour	\$200.00
Festival Pool * 3 hr. min.	\$25.00/hour	\$25.00/hour	\$200.00
Festival Pool & House	\$75.00/hour	\$110.00/hour	\$200.00
Festival House	\$25.00/hour	\$35.00/hour	\$200.00
Pavilion Rental	\$25.00/hour		\$100.00
Soccer Field	\$10.00/hour		\$100.00
Gazebo	\$10.00/hour		\$100.00
Bonfire Pit	\$10.00/hour		\$100.00
Skating Rink	\$10.00/hour		\$100.00
Putt Putt	\$10.00/hour		\$100.00
Volley Ball Court	\$10.00/hour		\$100.00
Table Rentals	\$10.00/hour - 3 tables		\$100.00 (in pool area)
Chair Rentals	\$10.00/hour – 20 chairs		\$100.00 (outside Fest.)

*Pool parties have a minimum rental time of 3 hours (\$75.00), weekdays and weekends, with each additional hour at \$25.00. Pool parties during normal pool hours are limited to a maximum of 24 guests and the pool will remain open to residents. Parties with 25 or more guests are subject to additional lifeguard fees. **Ten (10) or more participants constitute a party.** Private pool parties, parties where the pool is actually closed to other HP homeowners, will be limited to after regular pool hours. **Private parties are also subject to additional lifeguard fees. These fees are reviewed on occupancy and charges are based on 2-4 guards at \$25 per guard, per hour.**

_____ Please check here if you would like to see your event advertised on our community website.

Private Pool Party Rental Rates:

	(1-50 guests)	(51-75 guests)	(76-100 guests)
Celebration Pool	\$150/hour	\$175.00	\$200.00
Festival Pool	\$150/hour	\$175.00	\$200.00
Festival Pool & House	\$185/hour	\$210.00	\$235.00

In addition, a refundable \$200.00 security deposit is required by the Hampton Park HOA.

_____ Alcohol will be served. Please initial.

_____ Alcohol will not be served. Please initial.

If alcohol is to be served, a one day banquet license must be obtained from the ABC Board by the renter and presented to the On-site Manager no later than one week prior to the event. Alcohol may not be served to anyone under 21. Licenses can be obtained by going to www.abc.virginia.gov.

NOTICE OF LIABILITY (PLEASE READ CAREFULLY):

1. I assume all responsibility, risks, liabilities and hazards incidental to the activities applied for including, but not limited to the serving of alcoholic beverages, and hereby release and forever discharge the Association, its officers, directors, employees, agents and members, present, past and future from any and all claims, costs, causes of action and liability for personal injury or death and damage to or destruction of property arising from my use of Festival House, other facilities and appurtenances. I agree that no alcoholic beverages will be served to anyone under the age of 21. If the Association determines or observes intoxicated guests or minors being served alcohol, the Association reserves the right to terminate the function and ask your guests to leave.

2. I agree to indemnify and hold harmless the Association, its officers, directors, employees, agents and members present, past and future from any and all charges, claims, costs, causes of action, damages and liabilities (including, but not limited to attorney's fees) for any and all injuries to either person or property, suffered by me, my family members, employees, agents, servants, guests, invitees, any member of the Association or any other person which arise from or are in any way related to the above activity, rental or use of Festival House or other facilities.

3. I assume all responsibility for the actions and behavior of all persons present at, attending, or in any other way related to my function and agree to be personally responsible for causing all such persons to comply with the Hampton Park Declaration, Bylaws and Rules and Regulations. Failure to comply may result in forfeiture of my deposit.

4. I understand that I am being granted exclusive use of the rented facility for the time period described above, subject to the right herein reserved by the Association to enter the facility and terminate my use thereof should the conduct of any person using the facility endanger the health, safety or well-being of any person or constitute a threat to any property.

5. I am at least twenty-one (21) years of age and will be in attendance at my function. I hereby agree and represent that the rented facility will be used for lawful purposes only and that if any conduct at the function I am sponsoring violates federal, state or local laws or ordinances, my rights to use the Festival House or other facilities under this Agreement shall terminate and the Association shall have the right to take possession of the Festival House or other facilities and instruct my guests to leave the property.

6. I agree that all deposits, fees and expenses incurred by the Association as a result of the use of Festival House or other facilities under this Agreement shall be considered an assessment and constitute a lien against my property and shall be fully collectable as provided for by the Association's Bylaws and relevant Virginia statutes. Subject to the noted deductions, the deposit will be refunded in whole or in part. I also agree that I will be responsible for all clean up and trash removal after my function. I will leave the facility exactly as it was left for me.

7. I understand that my reservation of the facility on the aforementioned date will not be confirmed nor will this Agreement be binding until such time as this Agreement has been executed by the Association or its agent. I have carefully read and understand this rental form and agree to be bound by its terms.

In consideration for the exclusive use of the Hampton Park facility/facilities specified above for the private function outlined in this agreement, I, the renter named above and undersigned here, agree to the terms and conditions regarding the usage, cleanup and occupancy of Hampton Park's Facilities.

_____ Date _____

Signature

Name (please print) _____ Date _____

HP Representative Signature

HP Representative Name

Security Deposit Amount _____ Check Number _____ Date _____ Received _____

Rental Fee _____ Check Number _____ Date _____ Received _____

Key delivered _____ Key Returned _____

ADDENDUM TO CONTRACT

Addendum to Contract dated _____,
between Hampton Park Community Association, c/o Community Group, Inc.,
(Managing Agent) and _____ (Renter of
Facility).

Owner of Facility agrees that the following Addendum items are attached to and part of the actual Contract Agreement for the rental of the Festival House and the items herein modify and take precedence over any conflicting items listed in the actual Contract Agreement unless expressly stated otherwise.

The Hampton Park Community Association purchased 14 Acoustic panels, with the placement being inside of the Festival House located at 8201 Hampton Green Drive, Chesterfield Virginia 23832. The installation was done on Friday and Saturday, January 16th and 17th, 2015. Per this addendum **no** items shall be attached to the panels (examples: push pins, staples, tape, balloons). Nothing can be adhered to the fabric surface as to void the warranty. After any event in which the facility is occupied and damages are discovered (post rental inspection) the Association has the authority to assess charges to the homeowners account for the damages. Charges shall begin at, but not be limited to, \$400.00 per panel not to exceed \$6000.00.

ASSOCIATION:

Signature: _____ Date _____

Printed Name: _____ Date _____

Title: _____

Association Name: Hampton Park Community
c/o Community Group, Inc.
3901 Westerre Parkway, Suite 100
Richmond, Virginia 23233
(804) 270-1800

Renter:

Signature: _____

Date: _____

HAMPTON PARK RENTAL CHECK LIST
FESTIVAL HOUSE

Please complete the following checklist, sign and return it with the key. Please remember that any closing items not completed as required by the agreement may result in forfeiture of your deposit.

Mark next to each one to affirm you have completed the closing instructions:

- Removed all items brought into the Festival House for the event.
- All trash, including kitchen and rest room trash containers placed in outside Dumpsters.
- Indoor trash cans left empty with a fresh trash bag in each.
- Floors swept and mopped.
- Both bathrooms checked for running toilets and running water.
- Kitchen inspected for running water, refrigerator closed, areas cleaned.
- All windows checked to make sure they are closed and locked.
- All doors, including outside entry doors to bathrooms, closed and locked.
- All tables and chairs put back and great room left as it was originally found.
- All lights turned off, including any exterior lights turned on during the event.
- All doors locked and secured.
- Key returned in drop box with this signed list.
- Check thermostat correctly for the season May – October set **A/C** to 72 degrees
- Check thermostat correctly for the season November – April set **Heat** to 68 degrees

Signature

Date

Printed Name

Address
