

**LAKE RUN CONDOMINIUM ASSOCIATION
SOCIAL ROOM RENTAL CONTRACT**

This Social Room Rental Contract ("Contract") shall form the agreement between the Lake Run Condominium Association ("Association") and the Unit Owner named below ("Unit Owner"). By means of this Contract, Association grants to Unit Owner (or to a tenant of the Unit Owner's unit who shall be identified below as "Host or Hostess") a license to use the Social Room for an Event under the stated terms and conditions. Unit Owner (and, collectively, with Host or Hostess if applicable) shall be referred to as "Licensee" for the Event.

Unit Owner: _____
Unit Number: _____
Host or Hostess
(if not Unit Owner): _____
Date of Event: _____, 20____
Purpose of Event: _____

1. RESERVATION PROCEDURES

- A. The Rental Fee is \$100.00. The maximum time allowed for set-up and conducting the Event in the Social Room shall be six hours unless otherwise authorized by Association. The Social Room Key will be released to Licensee no sooner than the day of the Event unless other arrangements are made with Association.
- B. The Damage Deposit is \$200.00. This amount is not a limitation on the total damages for which Licensee may be responsible. The refund of any portion of the Damage Deposit shall be issued to Licensee within seven days following the Event.
- C. Licensee must submit to Association a Reservation Deposit in the amount of \$100.00 to reserve the Social Room for the Event. The reservation will be cancelled if a fully completed and signed Contract along with payment of the Damage Deposit is not submitted to Association at least ten days before the Event. Payment must be in the form of cash or a check or money order payable to "Lake Run Condominium Association". That Reservation Deposit will cover the Rental Fee.

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Unit Owner: _____

Unit Number: _____

Date of Event: _____, 20__

- D. Licensee may cancel the reservation by written notice to Association. The full Reservation Deposit and Damage Deposit amount will be refunded to Licensee within seven days of cancellation if the cancellation occurs more than fourteen days before the Event. If the cancellation occurs fourteen or fewer days before the Event, the Damage Deposit will be returned to Licensee but the Reservation Deposit will be forfeited.

2. EVENT REGULATIONS

- A. No hard liquor shall be served or consumed during the Event. Only beer and wine are allowed. No alcoholic beverages shall be served to or consumed by minors. The guests cannot be charged for alcoholic beverages.
- B. The number of persons attending the Event shall be no more than a maximum of seventy-five.
- C. No lewd or vulgar activities shall be included in the Event.
- D. No tape of any sort, nails, tacks, screws or pins shall be used on the ceiling, walls, light fixtures or windows when decorating for the Event. Any decorating plans must be discussed with and approved by management personnel prior to the Event. All decorations must be removed from the Social Room following the Event.
- E. No Association signs shall be covered by or used as anchors for Event announcement or directional signs. All Event announcement or directional signs must be removed from the premises immediately following the Event.
- F. There shall be no access provided from the Social Room to the balcony adjacent to the Social Room before, during or after the Event.

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Unit Owner: _____

Unit Number: _____

Date of Event: _____, 20__

- G. Event guests shall not be allowed to swim in or lounge around the pool.
- H. The Licensee shall inform all guests that:
 - i. they cannot park in the East Parking Lot where signs are posted for "Resident Parking Only" and that towing will be enforced;
 - ii. they cannot loiter anywhere on the premises; and
 - iii. disorderly conduct on the premises, including the parking lot, will not be tolerated by Association.
- I. Smoking shall not be allowed in the Social Room or anywhere else on the common areas, including but not limited to in the halls, washrooms or pool area.
- J. All sound from whatever source coming from the Event shall be kept at a reasonable level.
 - i. No DJ's or sound systems with large bass speakers and high-level amplification components are allowed.
 - ii. Association's Public Safety Officer will monitor the sound levels with a decibel meter. One warning will be given for excessive sound levels. If excessive sound levels continue or reoccur after the warning, the Event will be shut down (by the Public Safety Officer or the police, if necessary). If that happens, both the Rental Fee and the Damage Deposit will be forfeited.
 - iii. Ordinances of the City of Prospect Heights as amended from time to time [for instance, Rules, Chapter 5, Section 3-5-2, Noise Standards] shall apply.

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Unit Owner: _____

Unit Number: _____

Date of Event: _____, 20__

- a. Music that is audible at a distance of thirty feet from the Social Room will be evidence of a violation of this section.
 - b. Sound levels shall be kept to a very low volume from 10:00 pm until 12:00 midnight on Fridays and Saturdays.
- K. The Event shall end and the Social Room shall be vacated no later than 10:00 pm on Sunday through Thursday evenings and by 12:00 midnight for an Event that began on Friday or Saturday evening.
- L. The Social Room shall be locked when the Event has concluded and the Licensee leaves after all of the attendees have left.
3. **RESPONSIBILITIES OF LICENSEE**
- A. The Event shall be under the care and control of the Licensee who shall be liable for conducting the Event. Unit Owner shall be and remain responsible for the Event no matter the arrangement between Unit Owner and Host or Hostess (if applicable). Association's management personnel shall provide Licensee a copy of this Contract when the full \$300.00 in fees have been paid.
 - B. Licensee shall be responsible for any damages to the Social Room or other Association premises or personal property therein (including but not limited to breakage, burns and other destruction) caused intentionally, accidentally or negligently by or by the omission of Licensee or those others attending the Event.
 - C. Licensee shall be responsible for all injuries suffered on-site or off-site by any persons attending the Event, otherwise on the Association premises or affected by off-site activities of those who had attended the Event that are caused

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Unit Owner: _____

Unit Number: _____

Date of Event: _____, 20__

RECEIPT (Reservation Fee)

A \$100.00 Reservation Fee [Circle One: Cash or Check No. _____ /
Money Order No. _____] received by Association on _____, 20__.

Association Authorized Representative

RECEIPT (Damage Deposit)

A \$200.00 Damage Deposit [Circle One: Cash or Check No. _____ /
Money Order No. _____] received by Association on _____, 20__.

Association Authorized Representative

RECEIPT (Social Room Key)

Social Room Key Number _____ was
Received on _____, 20__.

Licensee

SOCIAL ROOM KEY RETURN

Key Number(s): _____

RECEIVED:

Dated: _____, 20__

Association Authorized Representative

REMINDER

NO ORANGE, BLUE, GREEN RED, YELLOW POP OR FROSTING.

MUST PAY TO REPLACE DAMAGED BLIND.

DO NOT DRAG GARBAGE BAGS DOWN THE HALL, LEAVE GARBAGE BAS IN THE CONTAINERS AND TAKE TO GARBAGE ROOM, HALLWAYS WILL BE CHECKED.

****BRING THE EMPTY GARBAGE CONTAINERS BACK TO THE SOCIAL ROOM****

LEAVE 1 ROUND TSABLE WITH 6 CHARIS IN THE BACK OF THE ROOM AFTER CLEANING UP.

NO USE OF SCOTCH TAPE ON THE CEILING, WALLS, DOORS IS ALLOWED.

PLEASE NOTE THERE MY BE CHARGES IF ANY OF THE ABOVE IS NOT FOLLOWED.