## LANDIS LAKES RECREATION ASSOCIATION CLUBHOUSE RENTAL/RESERVATION REQUEST

Resident:	Name
	Address
	Telephone
	Email
Refundable payable to Mail check	ge: (Please check one)MON-THU \$75FRI-SUN \$100 damage/cleaning deposit fee: \$100 (please submit in a separate check). <b>Please make checks</b> <b>: Landis Lakes Recreation Association</b> and this agreement to: Paragon Management Group, 5151 Jefferson Blvd. Louisville, KY 40219. teted: Expected attendance: (Not to exceed 40 people)
I AGREE TO CLUBHOU DAMAGES	D ABIDE BY THE FOLLOWING RULES AND REGULATIONS FOR THE USE OF THE SE AND ASSUME FULL RESPONSIBILITY FOR THE ACTIONS, THE CONDUCT AND THE S OF MY GUESTS. IF ONE OF MY GUESTS IS IN.TURED AT MY PARTY, OR IF THEY DMEONE ELSE ON THE PROPERTY, I WILL BE RESPONSIBLE.
1)	Rental is only for the date shown above. Entering the facility prior to or after this date and time
2)	for any reason may result in forfeiture of said deposit, Clubhouse must be cleaned inside and outside immediately after the event and all trash must be taken off premises' grounds to another location for deposit. Please utilize the cleaning checklist or
3) 4)	the back of this agreement. Please do not attach anything to the walls that would harm the finished paint. No unreasonable noise or disturbances are allowed. No loud music after 11pm. No outdoor music after 10pin.
5) 6) 7)	The swimming pool is not included in this agreement. Parking is restricted to the parking lot only. On street parking is prohibited. No smoking in the clubhouse.
7) 8)	No cooking, grilling or frying inside the clubhouse. Grills may be used outside and 10' away from the clubhouse.
9) 10)	No illegal activity is permitted. You may enter premises several hours in advance to turn the thermostat to the proper temperature setting.
11) 12)	Television may be used for RCA jack hook-up. Please limit parking to parking lot and clubhouse driveway.
,	G BELOW, I AGREE TO BE BOUND BY THE ABOVE RULES AND REGULATIONS AND

BY SIGNING BELOW, I AGREE TO BE BOUND BY THE ABOVE RULES AND REGULATIONS AND FURTHER AGREE TO COMPLETE THE EXIT CHECKLIST ON THE BACK OF THIS AGREEMENT WHEN EXITING.

Resident Signature	
For office use only: Confirmed by	Code

Date

EXIT CHECKLIST

- \_\_\_\_\_ Remove all trash from the premises and deposited at another location.
- \_\_\_\_\_ Sweep all carpets.
- \_\_\_\_\_ Wipe all floors with a damp cloth
- \_\_\_\_\_ Wipe all surfaces down including tables, counters, refrigerator, freezer, microwave, sink, windows and doors,
- \_\_\_\_\_ Clean all bathrooms
- \_\_\_\_\_ Patio area must be cleaned, swept and trash removed.
- \_\_\_\_\_ Please place all furniture back into its' original positions.
- \_\_\_\_\_ Lock all doors including the doors from the restrooms to the exterior.
- \_\_\_\_\_ Please turn all lights off inside and out prior to leaving
- \_\_\_\_\_ Please place the thermostat to 55 degrees in winter and 80 degrees in summer fan setting should be placed on auto.
- \_\_\_\_\_ All lights bulbs working? If not, note:\_\_\_\_\_
- \_\_\_\_\_ Please sign and leave this form on the entry table.

Supplies available:

Floor Mop

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Broom

All the above items have been completed

See attached sheet for clubhouse locking directions.

Need a place to host your next social event or business meeting



I he Landis Lakes Clubhouse, available for use by the neighborhoods of the Landis Lakes Recreation Association, is located at 14600 Landis Lakes Drive. It is conveniently located and available for a reasonable fee of \$100 (plus a refundable \$100 deposit). New to our pricing structure will be the opportunity to rent the clubhouse at a discounted rate of \$75



during non-peak rental days (Monday through Thursday). Also new and included for clubhouse renters are 30 quality and attractive white folding chairs, as well as matching four 4 Ft. round and two 6 Ft. rectangular folding tables.

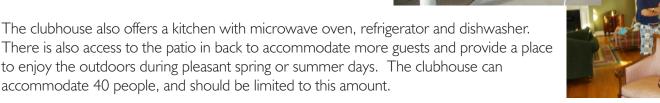




Landis Lakes Recreation Association

## Look no further than your own backyard.





To review availability of the Landis Lakes Clubhouse, please refer to **www.landislakes.com/calendar** or call Paragon Management Group at **502-451-0485**. Paragon oversees the use and maintenance of the clubhouse and is located at 5151 Jefferson Blvd. / Suite 103 / Louisville KY 40219. Anyone interested in renting should contact Paragon at the number above and fill out a rental agreement form. This form can be mailed or emailed to you by Paragon or you can download it off the Landis Lakes website at **www.landislakes.com/rental\_agreement** (and click on the rental agreement link). Please contact Paragon before 5:00pm on the Friday prior to your event through the next week to receive access to the new clubhouse locking system. We encourage you to take advantage of this wonderful benefit to our association members. We hope it may meet any hosting needs you may have.

> Respectfully, Your Landis Lakes Recreation Association Board