



800 CHIMNEY HILL PKWY VIRGINIA BEACH, VA 23462  
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WWW.CHIMNEY-HILL.NET

**Mission Statement:** To provide every resident in Chimney Hill with a clean, enjoyable, and desirable place to live.  
**Vision:** To protect and positively influence property values.

## CLUBHOUSE RENTAL AGREEMENT

**DEPOSIT: \$300.00**

**CLUBHOUSE: \$50.00 an hour**

All payments are due at the time of reservation

**(MONEY ORDER or CASHIER'S CHECK ONLY)**

Deposit \$300.00 + Rental \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**The rental fee is \$200.00 for a block of 4 hours, a refundable deposit of \$300.00 (available the next business day if the Clubhouse passes inspection).**

**Clubhouse is available from 10 AM - 11 PM – pool is not included in rental -**

Homeowner's Name: \_\_\_\_\_

Homeowner's Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Reservation Date: \_\_\_\_\_

Reservation Hours: Begin: \_\_\_\_\_ End: \_\_\_\_\_

Type of Function: \_\_\_\_\_

Approximate Number of Guests: \_\_\_\_\_

**\*\*\*\*Maximum capacity in clubhouse not to exceed 49 people\*\*\*\***

### RULES & REGULATIONS

<b>KEYS:</b>	<b>Acknowledged with Initials</b>
The key for the gate, clubhouse and dumpster must be picked up by the homeowner by 5:00 PM. The office is closed on weekends; therefore, if your reservation is on the weekend, keys must be picked up by 5:00 PM on the Friday prior.	
<b>CLUBHOUSE:</b>	<b>Acknowledged with Initials</b>
No adhesive materials or nails applied to walls, doors or windows.	
Smoking is not allowed in the clubhouse or within the gated area.	
Clubhouse capacity is 49 per fire code and may not be exceeded.	
<b>POOL:</b>	<b>Acknowledged with Initials</b>
CHCA Pool is not included in the Clubhouse Rental. You will only have access to the Clubhouse	
<b>PAYMENT:</b>	<b>Acknowledged with Initials</b>
A \$300 deposit in the form of money order or cashiers check is required at the time of	



reservation. The deposit will be returned to the renter the next business day once a final inspection is complete, pending no damage/money due.	
A clubhouse rental fee of \$50.00 per hour must be paid at the time of reservation.	
<b>GENERAL RULES &amp; REGULATIONS:</b>	<b>Acknowledged with Initials</b>
The homeowner must be in good standing and provide a copy of their Homeowner's Insurance Policy.	
The homeowner of record must be present during set up, function, clean-up and lock-up.	
No boisterous conduct. Anyone violating the rules will be ejected from the premises.	<b>Acknowledged with Initials</b>
No disturbing noises or loud music after 11:00 PM. Virginia Beach Police have the authority to enforce this rule if necessary.	
No unlawful activity. No drugs of any type. No weapons allowed.	
No glass containers allowed in the clubhouse or gated area.	
Homeowner may <b>set up</b> 30 minutes prior to start time.	
Evening parties must be concluded by 11:00 PM, including cleanup.	
Clean up must be completed promptly at party end time, Cleaning supplies to be furnished by renter. Trash must be put in dumpster in parking lot.	
The party and all attending patrons must remain inside the recreation enclosure for the duration of the party. All vehicles must be parked in designated parking areas.	
<b>Everyone is prohibited from charging guests admittance to your function.</b>	
Everyone is prohibited from selling food or beverages on premises, including parking lot.	
Grills are not allowed.	
<b>Alcohol is not allowed.</b> Everyone is prohibited from selling, consuming or possession of alcohol on premises, including parking lot. If the lifeguards witness any consumption of alcoholic beverages, they are directed to notify the authorities which could result into the closing your party by the Virginia Beach Police Department.	
*Any damages or violation of rental agreement will result in party closure, loss of part/whole security deposit, and loss of future rental privileges.	
Police officers, Board of Director members or office staff may drop in and close down any function that is too loud or in violation of any rules.	
<b>The renter is responsible for cleaning after the party.</b> Deductions from the deposit will result for failure to clean or any damages. If any damage exceeds the security deposit, the renter/homeowner will be billed the difference. It is the renters right to receive a copy of the receipt for which they are being charged. Attorney fees, if necessary, may apply	
The homeowner is responsible for securing the clubhouse, dumpster, and the entry gate after leaving the clubhouse area.	
The homeowner must drop the key in the office door slot immediately after the conclusion of your function.	

In signing this rental contract, the homeowner agrees to all rules and regulations, fees and deposits, and consequences for violation of this contract. Any violation of the rental contract will result in deductions from the security deposit.

All necessary paperwork including contract, security deposit and any other requirements must be received two weeks in advance of scheduled event. Failure to pay these fees will result in party cancellation.

Signature of Homeowner \_\_\_\_\_ Date: \_\_\_\_\_

Homeowner is in good standing with the association: YES \_\_\_\_\_ NO \_\_\_\_\_

Staff/Manager Signature: \_\_\_\_\_



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### **Clubhouse Refund Policy Acknowledgement**

**If your plans change, and you have to cancel your date, the entire amount paid will be refunded if you cancel more than 30 days in advance of the event. If the event is cancelled 15-30 days in advance of the event, half the deposit will be refunded, along with the rental fee and the lifeguard fee, and within 14 days of the event, the rental fee will be refunded, however the entire deposit will be retained as well as the lifeguard fee.**

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Print

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Homeowner's Signature

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Date