

**Lakes of Summerville Property Owners Association
Pool / Amenity Center Rental Application**

Application Date _____

Owners Name _____ State & Drivers License # _____

Address _____

Mailing Address if Different _____

Home Phone # _____ Cell # _____

Work # _____

Date of Rental _____ Purpose _____

Approx # of People _____ Hours _____ AM / PM to _____ AM / PM

I have read, understand and agree to be bound by all the Terms and Conditions for renting the Amenity Center at the Lakes / Lakes Town Homes Community.

Owners Signature _____ Date _____

Renter Signature _____ Date _____

Mail to: Community Management Group Call: 843-795-8484 ext 0
349 Folly Rd Ste 2B Fax: 843-795-8482
Charleston, SC 29412

For Office Use Only

Date Received Application / Check _____

Date Spoke to _____ **Re: Application & Policy**

Date / Time Given Keys _____

By _____

Lakes of Summerville Property Owners Association Pool/Amenity Center Rules and Regulations

The pool and amenity center at The Lakes of Summerville is for the use of owners (in good financial standing) invited guest (while owner is in attendance) and renters.

The Pool is available to those above on a non-exclusive basis subject to the "Pool Rules" sign posted on the building at pool side. It cannot be reserved to the exclusion of others at any time. Pool gate code: C73408

The Amenity Center consists of one large gathering room, food warming rooms and bath rooms. This space may be reserved on a first come – first serve basis to those mentioned above *only*, and will be rented for *one event per day*.

Reservation Process

- A. Contact the management company for an application:
Community Management Group- Phone: 843-795-8484 ext 0
Email: kwestbury@cmgcharleston.com
- B. Completed application must be received by the association management company 7 days in advance.
- C. Pay an \$80.00 nonrefundable rental fee
- D. Pay a \$200.00 Security Deposit (write a separate check which will be returned after the event if no damage has occurred)
- E. The Security Deposit is due in advance with the application.
- F. Keys will be mailed to you or they may be picked up at the Management Office. YOU MUST notify the management office at 795-8484 X 300 for arrangements 1 week prior to your event.
- G. Cancellation of rental agreement must be submitted in writing to the Manager at least 7 days before the scheduled event.
- H. The security deposit will be returned within 2 weeks if the center is in the same condition as it was when you rented it, in the opinion of the Manager.
- I. Conditions:
 - 1) HOA sponsored events will have priority over private event.
 - 2) The property owner / resident reserving the facility is responsible for the conduct of all guest(s) associated with a private activity and must be present at all times.
 - 3) Events organized for minors **MUST** be supervised by a responsible adult at all times and in all areas.
 - 4) Neither the community management company, nor the HOA assume any liability for personal injury or property damage or loss of property of any user or guest.
 - 5) The HOA and the Association Manager reserve the right to refuse use of this facility by any group or organization whose size is likely, in the opinion of the manager, to strain the facility or constitute a hazard in the event of fire or other emergency.

Rules:

1. SMOKING IS NOT PERMITTED INSIDE THE FACILITY AT ANY TIME. Smokers outside the building must dispose of used cigarette / cigars by taking them home with them.
2. The warming room is not a kitchen. No cooking is permitted.
3. By order of the Fire Marshall, no grilling, grease cooking or frying will be allowed in the building or anywhere on site.
4. All hosts agree to respect the right of community residents to have “quiet and peaceful enjoyment” of their homes.
5. All functions must be ended and building locked by midnight.
6. Hosting resident takes full responsibility for locking up and securing the building before leaving it.
7. NO PETS are permitted within the building or pool area at anytime, unless assisting physically impaired.
8. No fire works of any kind are permitted at or near the pool / building at anytime.
9. Renters may book the facility but the owner must co-sign the application. Owners assume full responsibility for events including the conduct of their tenant and all guests, and any damage that may occur.
10. Trash removal is the responsibility of the person renting the facility.
11. Alcohol may not be sold. If alcohol is to be served, a uniformed off-duty police officer must be present AT ALL TIMES. This can be arranged by contacting the Town of Summerville Police Department or Dorchester County Sheriff.
12. Proper attire must be worn at all times.
13. Lost keys will require a lock change by a locksmith at the discretion of the HOA, the cost for which is chargeable against the security deposit.
14. All function supplies, including paper products, plates, cups, napkins, coffee, filters, etc. to be furnished by the party reserving the facility (with the exception of bathroom paper products).
15. Managers reserve the right to revoke any request / approval if sufficient cause is found that any misrepresentation of facts related to rental request occurred. In which case, there will be a \$50.00 administration fee deducted from rental fee. All other monies will be refunded within 2 weeks, subject to verification of check clearing.
16. In case of emergency, call 911 on the pool phone.
17. HOA reserves the right to change any of the terms of the rules / regulation, and charges at its sole discretion and without prior notice.