



The White Gables Club Rental Application

Event Date: _____

Applicant Name: _____

Resident of White Gables: Yes No

Phone: _____ E-Mail: _____ Address: _____

City: _____ ST: _____ Zip: _____ Type of Function: _____ # of people expected: _____

Please check one:

Member Rental

- \$25 (1-35 guests)
- \$75 (36-75 guests)
- \$150 (76-150 guests)

Non-Member Rental

- \$150 Monday – Thursday
- \$450 Friday – Sunday

• *Non-Member rentals may not be reserved more than ninety (90) days from the event date.*

Please check if desired:

Chair & Table Rental

- \$30

Cleaning Service

- \$80

• *Management will inspect the facility immediately after your event. If "Cleaning Service" is not selected above and it is determined that additional cleaning is necessary, a minimum charge of \$120 will be deducted from the event deposit. Additionally, any Clubhouse windows or doors left unlocked will result in the loss of your security deposit. The door handle must be lifted when locking in order for the top and bottom pins to engage. Please be sure to double check locked doors when departing from clubhouse.*

CHARGES: The total rental fee (as indicated above) and a \$400 Security Deposit are due when the Rental Application and Rental Rules & Policies are submitted. Cash payments will not be accepted. Please make checks or certified funds payable to **WGHOA**. Please issue a separate check or certified funds for the Security Deposit. The Security Deposit will be held in most cases (not cashed) until after the event takes place and an inspection is performed by management. Deposit checks received in excess of 90 days of the reservation will be cashed and refunded after the event inspection. **Cleaning of the Clubhouse after your event is mandatory if you did not select the cleaning service above! Should Management feel it is necessary to clean the facility after your event, the expense for that cleaning will be deducted from your Security Deposit in an amount no less than \$120.** After your event, your Security Deposit will either be voided or cashed to satisfy payment for any damages, pursuant to the Rental Rules & Policies. Should any Security Deposit funds remain after all obligations have been satisfied, those funds will be returned to you within thirty (30) days of the event.

Please deliver the **Rental Application**, the **SIGNED Rental Rules & Policies**, and **Rental Fee & Deposit** to:

HAND DELIVERY

Community Management Group
349 Folly Road, Ste. 2B
Charleston, SC 29412

U.S. MAIL

White Gables HOA
349 Folly Road, Ste. 2B
Charleston, SC 29412

FOR COMMUNITY MANAGEMENT USE ONLY:

FEE TO BE CHARGED: \$ _____ (NON-REFUNDABLE) \$ 400.00 (REFUNDABLE SECURITY DEPOSIT)

Fee's/Deposit Received _____ Key's Mailed: _____ Instructed in Locking Doors: _____

APPROVED BY: _____ DATE: _____ Key #'s issued _____

POST-EVENT INSPECTION BY: _____ DATE/TIME: _____

S.D. Returned To Member? Yes No S.D. Amount to be Returned: \$ _____ Date Returned: _____

If full amount not returned, please specify: _____