

**HEMBSTEAD SWIM & RACQUET CLUB (“HSRC”)**  
(A private club of the Hembstead Homeowners’ Association)

2727 Oakmeade Drive  
Charlotte, NC 28270  
(704)846-1088

# RENTAL CONTRACT

**STEP 1: Secure your rental time and date**

- Contact the HSRC Rental Manager to secure your date on the master rental calendar.
  - HSRC Rental Manager (“HSRC Rental Manager”) is Julie Neal, 2216 Ashcliff Lane, cell (704) 904-9353.

**STEP 2: Provide Information Below:**

Member: \_\_\_\_\_ Event Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Event Time: \_\_\_\_\_ to \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Event Description: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Number of Guests: \_\_\_\_\_  
Email: \_\_\_\_\_ Ages of Guests: ≥ 15 yrs = \_\_\_\_\_ < 15 yrs = \_\_\_\_\_

**STEP 3: Type of Rental**

Rental Items	RENTAL FEE	DEPOSIT FEE
<input type="checkbox"/> Main Room + Kitchen (access to Patio, banquet tables, folding chairs, and coolers)	\$50	\$100
<input type="checkbox"/> Main Room + Kitchen + Pool Party (access to Patio, banquet tables, folding chairs, and coolers)	\$50 + lifeguard cost (see step 4)	\$100
<input type="checkbox"/> Covered Patio ONLY (2 reserved tables, 15 people or less)	\$25	\$50
<input type="checkbox"/> Covered Patio ONLY (2 reserved tables, 15 people or less) + Pool Party	\$25 + lifeguard cost (see step 4)	\$50
<input type="checkbox"/> Banquet Tables*      4 – 12’ in inventory      1 – 6’ in inventory	\$10	\$25
<input type="checkbox"/> Folding Chairs*      20 in inventory	\$10	\$25
<input type="checkbox"/> Large Coolers*      4 in inventory	\$5	\$25

\* Items rented must be returned by 8:00 a.m. the next morning or security deposit is forfeited.

**STEP 4: Lifeguards (if applicable)**

**\*\*Private Parties during non-pool hours require a minimum of 2 lifeguards for a minimum of 2 hours @\$20 an hour.**

Lifeguards are reserved and paid for via the Aquatech pool management website – please click on the link below and follow the steps below:

- <https://aquatechpoolmanagement.com/services/pool-parties>
  - Select your number of attendees from the drop down box
  - Enter the number of hours in the *Length of Party in Hours* box
  - Click the calculate button
  - Click the checkout button
  
- Fill in the following fields on the next page
  - Name of Facility – enter **HSRC**
  - Name of Host
  - Phone Number
  - Email Address
  - Date of Event (mm/dd/yy) -
  - Starting Time of Event (include AM or PM)
  - Ending Time of Event (include AM or PM)
  - Number of Adults

- Number of Minors
- Select yes or no for the question – Will there be alcohol there?
- Select **YES** for the question – Have you contacted your HOA?
- Enter **HSRC Rental Manager** for the question who did you speak to?
- Enter your digital signature
- Enter Today's Date (mm/dd/yy)

- Enter required Customer Information, Billing Information and Payment Method
- Click Review order
- Click submit order

\*\*\*\*You will receive an automated email confirmation that your request was received and then you and the HSRC Manager will receive another email from an Aquatech staff member confirming the date when the party is staffed.\*\*\*\*\*

<b>Peak Pool Season</b>	Opening day – weekend after July 4 <sup>th</sup>	Max # of people during pool hours: 50
<b>Off-Peak Pool Season</b>	Weekend after July 4 <sup>th</sup> – pool closing in late September	Max # of people during pool hours: Friday – Sunday = 50 Monday – Thursday = 80
<b>Off-Season (Pool Closed)</b>	Late September – Opening Day in May	Maximum # of people: 80

I, the undersigned member, agree to rent the item(s) checked above and provide a security deposit, chaperones and/or hire lifeguards, if required, from the Pool Management Company. Failure to comply will result in forfeiture of my security deposit. I agree to be responsible for any loss or damage to property incurred at the HSRC during the rental period or directly resulting from the rental. I am responsible for my conduct and the conduct of my guests. If alcohol is served, I will not allow anyone in my party to become intoxicated. I hereby deposit with the HSRC the total deposit sum listed to insure performance by me of the agreements stipulated within this rental contract. In the event that all agreements to be performed and all conditions to be satisfied by me are done to the satisfaction of HSRC, the deposit will be returned to me. However, if I fail to comply with any conditions or agreements described herein, the deposit will be used to cover any costs incurred to repair or replace damaged items or for professional cleaning. This does not relieve the member of charges incurred above and beyond the deposit amount if costs to remedy exceed the deposit. Therefore, if the amount of damage to the rental property exceeds the amount of the deposit made with this agreement, I agree to pay the additional amounts within ten (10) days after notification by HSRC management. I have read and understand, and agree to comply with all terms and conditions described on pages 1 and 2 of this rental contract for the rental period.

**Member Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Deliver/Mail to the HSRC Rental Manager:**

- 1 Rental check (made out to HSRC)
- 2 Deposit check (made out to HSRC)
- 3 Rental contract
- 4 Aquatech lifeguard reservation confirmation email (if applicable)

Julie Neal  
2216 Ashcliff Lane  
Charlotte NC, 28270

## **KEEP THIS PAGE FOR YOUR INFORMATION**

*Read carefully as the renter is expected to know the rules and comply with these rules.*

Prescheduled events are a privilege of membership as long as they do not interfere with any other member's regular use of the HSRC. For example, a birthday party may not use more than two patio tables that the members expect available for daily use.

- Only members can host events at and rent items from the HSRC. The member must be physically present at the beginning and for the duration of the event or the event will be cancelled, no fees or deposits will be refunded and the member will no longer be permitted to rent from HSRC.
- Only one event per day will be scheduled unless permission from 1<sup>st</sup> party is obtained.
- The pool will not be closed during regular hours to members for private events.
- Pool access is not permitted without the lifeguard confirmation email provided to the HSRC manager prior to an event.
- The HSRC clubhouse is not to be used to conduct sales for any business.
- Any event needing access to the kitchen requires rental of the clubhouse. Lifeguards do not have access.
- The City of Charlotte noise ordinance requires radio, amplified sound and voice levels to be kept at a respectable level. All outside music must be turned off by 11:00 p.m. Renters will be responsible for any fines incurred due to violation of applicable noise ordinances.
- No pets are allowed in the clubhouse, in or around the pool or on the tennis courts.
- The clubhouse and pool are smoke free environments.
- The fireplace is not to be used.
- NAILS, TAPE, OR TACKS ARE NOT TO BE USED FOR DECORATING. If you do so, we will keep your deposit to cover the costs to fix the damage.
- Ice chests or wet containers are not to be left on the hard wood floors or carpet.
- Wet bathing suits or towels are not permitted in the clubhouse.
- Vacuum, broom, mops, trash liners, extra toilet paper and light bulbs are stored in closet near bathrooms.

Guest Policies - Guests must adhere to rules of HSRC or they will be required to leave the property.

The clubhouse, gazebo and pool area will be in the condition as listed below prior to any rental. The HSRC Rental Manager will inspect the facility after a rental to insure the property remains in its clean, original condition. If a renter finds any damages/problems with the HSRC facility prior to the event, the renter must contact the HSRC Rental Manager immediately so as not to be held liable.

### **Clubhouse Inspection Items**

- ( ) Pool area tables and chairs clean, in good repair and in original placements
- ( ) Folding tables and folding chairs clean, in good repair and stored in original placements
- ( ) Pool area flooring (especially under covered area) clean and hosed down if necessary
- ( ) Trash removed to dumpsters in parking lot. Recycling items to recycle bin.
- ( ) Kitchen appliances clean
- ( ) Kitchen floors, counters and sink clean (and disposal clean)
- ( ) Kitchen trash removed to dumpster containers and relined interior trash cans
- ( ) Kitchen refrigerator & freezer doors completely closed - renter is liable for replacing spoiled food and professional cleanup
- ( ) Kitchen dishwasher clean (items need to be removed and neatly stored by 8:00 a.m. the next morning)
- ( ) Living Room carpet vacuumed and free of stains
- ( ) Living Room furniture clean, in good repair and in original placements
- ( ) Restroom sinks, floors, showers and toilets clean
- ( ) Restroom trash removed to dumpster containers and relined interior trash cans
- ( ) Thermostat set at 75 degrees (summer) and 60 degrees (winter)
- ( ) Interior (except the light near the front window of the clubhouse) and exterior lights are to be turned off and all doors locked. Do not forget bathrooms lights and fans.
- ( ) Parking lot free of debris/trash

(Updated 5/2016)