

Cove Isle
c/o Bristol Management
1930 Commerce Lane, Suite 1
Jupiter, Florida 33458
(561)575-3551 – Fax (561)575-5423

The Cove Isle Clubhouse may be rented by the residents of our community under the following conditions:

- The non-exclusive use of the room is available for rental for personal events only, and at no time shall an admission be charged.
- Cove Isle reserves the right to change the priority of reservation based on the requirements of the general population. In particular, the following holidays may be reserved by the association for the enjoyment of all:
 - Easter
 - Memorial Day
 - July 4th
 - Labor Day
 - Halloween
 - Christmas
 - New Years Eve/Day
- The room will be available for five hours for residents on a first come first serve basis.
- Rental times: Friday – 7pm-12am, Saturday 12pm-5pm or 7pm-12am, and Sunday 12pm-5pm, Monday through Thursday based upon availability.
- Residents must be in good financial standing with the association and have no outstanding violations.
- Reservations are required, no less than 30 days in advance.
- A mandatory walk-through with the clubhouse committee is to be done before and after the event.
- The resident must be present at all times during the function.
- Charges: Security deposit of \$500 is required to hold your reservation and will be returned after the event if the room and area is left in the proper condition. Failure to clean up properly or any damage may result in the forfeiture of some or all of the deposit. All fees must be paid by personal check, cashiers check or money order payable to Cove Isle. NO cash will be accepted. You must submit your request for a refund in writing to the management office. A non-refundable usage fee of \$50 will be charged for each block of 5 hour usage by the resident and a separate check need to be written in favor of Legacy Cove Clubhouse Fund.
- Payment is due in full at the time of the reservation.
- Room and the immediate area must be returned to its original condition. You are required to remove all trash, debris and dispose of it. There is a fee to you if you don't remove the trash and clean up.
- No tacks, nails, etc may be put into the walls, doors or furniture. No glitter, rice or confetti may be used as a decoration (either on the tables or to throw as an effect for celebration).
- You are not permitted to set-up anything outside of the clubhouse, pool deck areas, etc.
- No loud entertainment music is permitted.
- If security personnel are required, you will be obligated to hire and pay for the security for the function.
- Unit owner (lessee if unit is rented) hereby agrees to hold Cove Isle Association, its officers, directors, members, agents, employees and volunteer committee members harmless and indemnify Cove Isle Association, Inc. against all liability resulting from said function.
- No alcoholic beverages will be permitted.
- Caterers must provide proof of liability insurance in the amount of not less than \$1,000,000.00.
- Unit owner or lessee is responsible for all persons attending and or hired for the function regardless of age and any damaged caused to the facility. If monetary damages are not paid in the timely manner, the unit owner will be liable for legal action.
- Any violation of the aforementioned may result in forfeiture of security deposit, forfeiture of future use of the room and/or appropriate legal action.
- The pool may not be reserved as part of this agreement. All residents and their guests have equal access at all times.
- No glass containers of any kind are to be used.

Printed Name: _____
Signature of renter: _____
E-mail: _____

Date and Time(s) of Event _____
Telephone Contact _____

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Clubhouse Guidelines

The following guidelines should be observed that our clubhouse is clean and safe for future users of this facility:

- Ensure that guests park in designated spaces.
- Do not use tape, pins or fasteners of any kind on the doors or walls. Use the permanently installed hooks for streamers and other decorations.
- Smoking is prohibited in the Clubhouse.
- Glass containers of any kind (soda and beer bottles; bowls, dishes, etc) are strictly prohibited anywhere inside the fenced pool area.
- Event is limited to five (5) hours. Homeowner will be allowed access one hour prior to the event for set-up.

After your party/function:

- Leave the counters, sink, tables and chairs clean.
- Remove all of your decorations inside and outside of the Clubhouse.
- Vacuum the carpet. Spot clean any new stains.
- Check the walls and gently remove any new stains, if possible.
- Check to ensure that water is not left running.
- Stack the folding chairs against the long side tables (not against the walls).
- Police the pool area and apron in front of the Clubhouse for soda cans, paper plates, cups, etc. left by your guests.
- Reset the thermostat at 80° and ensure that the fan is set to “AUTO” and the function if set to “COOL”.
- Take your trash with you. Trashcans in the Clubhouse should be empty and clean.
- Do not put your party trash in the pool trashcan.
- Turn off the lights.
- Notify the Clubhouse Committee member monitoring the event.
- Notify the Management Office in writing to request the refund of your deposit.
- A clean-up fee may be assessed if deemed necessary.

We hope you enjoy your function!

The Cove isle Clubhouse Committee
Board of Directors

Please sign and date after inspection is completed.

Clean up fee assessed? _____

Clubhouse renter _____

Clubhouse committee _____

Date _____

Date _____

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Clubhouse Reservation Form

I/We _____, hereby accept responsibility for the reservation, use and maintenance of the Cove Isle Clubhouse on the) _____ day of _____, 20_____.

The swimming pool and pool deck may not reserved.

The time limit for functions is as follows:

Fridays: 7pm-12am(midnight)
Saturdays: First Event: 12pm(noon)-5pm
Second Event: 7pm-12am(midnight)
Sundays: 12pm-5pm
Weekdays: Mondays through Thursday based on availability.

I/We understand and acknowledge that I/We will be responsible to make certain that this facility is properly locked and in the same condition as I/We accepted it on this _____ day of _____, 20_____. I/We further agree to observe the guidelines for use for use of the Clubhouse (attached).

I/We have deposited your check in the account for Cove Isle in the sum of Five Hundred Dollars (\$500) representing a damage deposit for the full and faithful performance by me/us of the terms and covenants contained in the Declaration of Covenants and Restrictions, Articles of Incorporation and the By-laws of Cove Isle. This damage deposit will be refunded at the sole discretion of the Board of Directors of Cove Isle as representatives of the Cove Isle Association, and upon inspection of the Clubhouse premises by either a Board member or Management to make certain that no damage has occurred as a result of my/our use.

In the event damage is discovered by the Board or Management, upon their inspection of the Clubhouse, the Board member and/or Management shall have the right to deduct the amount of any repair or cleaning costs from the damage deposit, if any. Should repair and/or cleaning costs exceed the damage deposit, I/We agree to pay the overage within thirty (30) days of receipt of the Board or Management's claim for additional money.

I/We understand that Cove Isle shall not be responsible for any accidents or injuries arising as a result of my/our use of this facility. I/We further agree to indemnify and hold the Association and the Management harmless from any liabilities for any injury, damage or accident to any member of the Association, guest, lessee, invitee or any other person, or to any third person and from any damage to the property, arising out of or in course of the usage of the facility.

This reservation agreement is date this _____ day of _____, 20_____.

(Owner/Renter) Print and Sign

Property Address

Telephone Number and Contact Name

Witness

Address

