

Riverwoods

Clubhouse Rules and Regulations

Rental Information:

1. To reserve the clubhouse, you **must** be a member in good standing of the Riverwoods Association (“Association”) and you **must** be present for the entire length of the function. You must come to the McKay Management office to pick up a key.
2. Complete payment of the rental fee and deposit must be paid within 10 days of receiving the rental confirmation and must be paid at least 7 days prior to the rental date. The total payment includes the **rental fee of \$100 for a consecutive 5 hour time frame plus the \$200 damage deposit for members**. Each additional hour is \$20.00 per hour. The rental fee does not decrease if the rental is less than 5 hours. Any reservation by a non-owner must be approved, in advance, by the Board. The rental fee for non-owners is \$150.00 per time period, and the deposit is an additional \$100.00. Each additional hour for non-members is \$30.00. After the event, the deposit will be refunded to the renter as long as all the rules and cleaning guidelines are followed, no damage is sustained to Riverwoods property resulting from your rental and the key is returned to McKay Management. The pool cannot be reserved, but it may be used for small parties with a maximum size of ten (10) people when using the pool.
3. Memorial Day, the 4th of July, and Labor Day holidays are set aside for the neighborhood and residents and therefore cannot be reserved for the entire weekend or the weekday that the holiday takes place.
4. Renter agrees to be responsible for obtaining any licenses pertaining to works of authorship as defined by the Copyright Act of 1976, including, but not limited to, musical works; dramatic works; pictorial, graphic, and sculptural works; motion pictures and other audiovisual works; and sound recordings. By renting the clubhouse, renter agrees to hold Riverwoods Association and McKay Management harmless from any and all claims, including, but not limited to cease and desist letters, demands for payments and alleged violations of applicable law.

INDEMNIFICATION:

Renter agrees to indemnify, defend, and hold harmless Riverwoods Association from and against any and all liabilities, losses, damages, costs, expenses (including all reasonable attorney’s fees and expenses of renter and the Association), causes of action, suits, claims, demands, or judgments of any nature whatsoever arising from (i) any injury to, or the death of, any person, or any damage to property on the Riverwoods Association or upon adjoining sidewalks, streets, or ways, or in any manner growing out of or connected with the use, non-use, condition, or occupancy of the Riverwoods Association or related facilities or any parts thereof, or resulting from the condition thereof or of adjoining sidewalks, streets, or ways, (ii) violation of any agreement or condition hereof, (iii) violation by renter of any contract or agreement to which renter is a party, or any restriction, statute, law, ordinance, or regulation, in each case affecting the Riverwoods Association or related facilities or any part thereof, or the ownership, occupancy, or use thereof, (iv) any negligence or tortious act on the part of renter or any of its agents, contractors, licensees or invitees, and (v) any injury or claim associated with the performance of any work protected by intellectual property law or any other related cause of action. In case any action, suit, or proceeding is brought against the Association by reason of any occurrence herein described, renter will, at its own expense, defend such action, suit, or proceeding with counsel reasonable acceptable to Riverwoods Association. Nothing in this provision shall be interpreted as limiting renter’s obligations under other provisions of this agreement, including the obligations set forth in Paragraph 5.

Usage:

- **No** smoking in the clubhouse.
- Clubhouse usage is limited to 5 hours (unless otherwise approved by MMC and/or the Board of Directors).
- Clubhouse shall be vacated by 12:00 Midnight. The pool may not be used after dark.
- Renter must be courteous to any rental immediately following their rental and be sure to complete the cleaning within their reserved rental time.
- **No** decorations may be attached to the walls or ceiling of the clubhouse.
- **No** music is allowed outside the clubhouse.
- **No** glass containers are allowed outside the clubhouse or on the pool deck.
- **No** animals are allowed in the clubhouse or in the gated pool area.
- Turn off ALL lights and lock all doors before leaving the clubhouse.
- **No** Grills are allowed on the Clubhouse property. If you are caught grilling during your rental, your entire deposit will be kept.
- Clubhouse thermostat must be reset to the original setting when leaving.)

Cleaning:

- Clean the facility including the kitchen area and bathroom → sweep floors, wipe down counters, etc. (see Cleaning Checklist)
- Cleaning supplies and trash bags must be supplied by the renter.
- All trash bags and other trash must be gathered and removed from the premises immediately after the rental. Do not put trash in the swimming pool trash cans or large trash bin.
- Inspect for cleanliness and straighten up as necessary.
- Cleaning must be done within your reserved rental time and all items brought by the renter must be removed before leaving.

Furniture:

- All furniture should be returned to its original position.

Remember, the clubhouse is not cleaned after each party other than by the user. Please leave the clubhouse clean for the next person.