

BRIARCLIFF WOODS BEACH CLUB, INC.  
1830 Morris Landers Drive, N.E.  
Atlanta, Georgia 30345

CLUBHOUSE RENTAL AGREEMENT/RESERVATION

Person renting the clubhouse (Members only): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Number: \_\_\_\_\_

Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_

Is this for an organization: \_\_\_\_\_

What type of event will this be: \_\_\_\_\_

Number of people expected: \_\_\_\_\_

Date: \_\_\_\_\_

Time the event will start: \_\_\_\_\_

Time the event will end: \_\_\_\_\_

(Please remember the alarm will set at 12:30 am. You must be out of the clubhouse by Midnight)

Will there be alcohol at this event: Yes or No

Security Deposit is due at the time the reservation is made.  
RENTAL AGREEMENT AND CONTRACT

### **1. Rental Area**

Access is limited to the UPSTAIRS areas only. This includes the meeting room, kitchen, restrooms and deck areas only. Access beyond the deck – the deck stairs, pool, pool apron/deck and playground - is specifically prohibited. Use of these prohibited areas during the rental event, by the renting member or any guest will result in the immediate termination of the event. Additionally, the use of prohibited areas will result in the loss of the security deposit, and no portion of the rental fee will be refunded.

### **2. Hours**

Not to exceed Midnight. No function shall begin before 8:00 am. The premises must be vacated by 12:15am or the security system will alert the police. If the police are alerted, Tenant will be responsible for any associated charges.

### **3. Use of the Fireplace is Prohibited**

### **4. Security and Alcohol Consumption**

If alcohol is served or consumed during the rental event, the tenant will provide security by hiring, at the tenants expense, a DeKalb County Police Officer, who will be present for the duration of the event.

## 5. Rental and Security Deposit

### For Daytime Events (any event before 5:00 pm)

# of Persons	Rental Fee	Security Deposit
Under 25	\$125.00	\$200.00
26 to 75	\$175.00	\$200.00
76 +	\$225.00	\$200.00

### For Evening Events (any event after 5:00 pm)

# of Persons	Rental Fee	Security Deposit
Under 25	\$200.00	\$250.00
26 to 75	\$250.00	\$250.00
76 +	\$300.00	\$500.00

Entire day clubhouse rental	\$500.00
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\*If you need to decorate the clubhouse the day before an event or a few hours prior to your event – you can as long as the clubhouse is not rented during that time. If you need to ensure that the clubhouse is available to you – you may reserve a 2 hours window of time prior to your event for \$50.00.

The security deposit will be returned after the return of the clubhouse key and inspection to ensure Clubhouse was cleaned and no damage was incurred.

Normally we shred your deposit check – if you would like it mailed back to you – you must include a self addressed stamped enveloped with the rental agreement.

The following situations will result in forfeiture of security deposit:

- Use of prohibited areas as outlined in #6: Rental Area
- Failure to observe agreed to time limitations
- Failure to adequately clean up – entire clubhouse must be left in a “broom clean” condition. All spills must be cleaned up from the floors including the kitchen, bathroom and foyer areas.
- Failure to remove trash properly. All trash including the restrooms must be bagged and taken to the dumpster. Trash cannot be left in the trash cans outside the clubhouse.
- Failure to put tables and chairs back neatly in storage area.  
Any additional tables, chairs or equipment must be removed.

Any damage caused to walls from decorations - regular tape can NOT be used to hang decorations – this will remove paint and tear the walls. Use painters tape only.

- Failure to return key
- Exceeding the number of expected guests
- Having alcohol at event without DeKalb County Police Officer • Failure to lock up clubhouse after event - all doors and windows • Failure to reset thermostats.
- Failure to turn off all lights

The security deposit will be used to cover repair of any damage to the clubhouse and/or club grounds. In the event of such damage, if repairs exceed amount of the security deposit, member will be billed for the additional amount.

\*\*Please note: Clubhouse does NOT supply toilet paper, paper towels or trash bags.

## 6. Liability

The member who rents the clubhouse agrees and acknowledges that BWBC, its offers, agents, and employees assume no responsibility or liability for any damages, or loss of property that the member, his organization, or suppliers, leave on the premises before, during or after the rental period. The member renting the clubhouse does hereby assume all liability for any damage or injury to persons or property while on the premises of BWBC, and further agrees to hold harmless and indemnify BWBC, its officers, agents and employees, from any and all claims for such damage or injury occurring to property or persons as a result of renting the clubhouse. In addition, member renting the clubhouse agrees to pay for any damage caused by any persons attending its function and agrees to abide by all applicable laws and ordinances. Member sponsored events for non-members incur an extra \$200 to rental fee.

## 7. Rules and Regulations

The member who rents the clubhouse agrees to abide by the following rules and regulations.

1. The Clubhouse will only be rented to current club members.

- 2. Club member Must be present at the event for its entire duration. This includes set up, decorations and clean up.
- 3. Only club members can sign rental agreement and only member can submit checks for the event. Deposit checks must be sent in with the rental contract.
- 4. All renters will be required to sign a rental contract prior to use.
- 5. If members renting the clubhouse plan for alcohol consumption at a social activity, the renter is responsible for hiring a DeKalb County Police Officer for the duration of the event to monitor the behavior of the group and limit activities to the clubhouse.

For the amount of \$\_\_\_\_\_ BWBC will rent the Clubhouse to \_\_\_\_\_

The reservation is for the date of \_\_\_\_\_

The event will be from \_\_\_\_\_ until \_\_\_\_\_  
(Members Name)

By signing below, the Briarcliff Woods Beach Club member acknowledges that he/she will be financially responsible for payment of the rental charge and for any damage suffered by the Club, as a result of the rental, and further acknowledges that the member will be present at the event for its entire duration, including setup and clean up. The rental is made by the above listed conditions.

The undersigned member of The Briarcliff Woods Beach Club acknowledges his/her financial responsibility for the rental and for any damages suffered by the club including the facilities in connection with the rental.

Member Signature and Member Number:

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