



**EXHIBIT G
SUN CITY CIVIC ASSOCIATION
RENTAL AGREEMENT
CIVIC HALL**

ELIGIBLE RESIDENT NAME _____

ADDRESS _____ CITY _____ ZIP _____

HOME _____ CELL _____ WORK _____

DATE RESERVED _____ START TIME _____ (INCLUDE SETUP)

FINISH TIME (INCLUDE CLEAN UP) _____ NO LATER THAN 10:00 PM

DEPOSIT AMOUNT \$500.00 (2 checks - \$400 Security fee & \$100 cancellation fee)

PAYMENTS RECEIVED (2 checks) ____/____/____

PROOF INSURANCE RECEIVED _____

TYPE OF EVENT _____

NUMBER OF GUESTS _____ MAXIMUM CAPACITY 106

(MAXIMUM CAPACITY DOES INCLUDE CATERERS, DJ AND OTHER VENDORS)

WILL APPLICANT REQUIRE USE OF?

KITCHEN _____ PIANO _____ MICROPHONE OR PA _____ PODIUM _____

WILL ALCOHOL BE SERVED? _____ ICE NEEDED? 2 BAGS PROVIDED

NAME AND PHONE NUMBER OF PERSON(S) RESPONSIBLE FOR CLEAN UP:

_____ PHONE # _____

FOR SCCA USE ONLY

DO NOT WRITE BELOW THIS LINE

SUN CITY CIVIC ASSOCIATION IS A "NOT FOR PROFIT" CORPORATION. AS SUCH, FUNDRAISING OF ANY KIND OR THE SELLING OF PRODUCTS AND SERVICES ARE STRICTLY PROHIBITED. "SHOULD IT BE DISCOVERED THAT THIS TYPE OF ACTIVITY IS (OR WILL) TAKE PLACE, YOUR EVENT WILL BE CANCELLED, AND YOU WILL BE SUBJECT TO ENFORCEMENT ACTION, INCLUDING BUT NOT LIMITED TO SUSPENSION OF FUTURE USE, FINES, ETC."

INITIAL

SECURITY DEPOSIT IS REFUNDABLE IF ALL CONDITIONS OF THE RENTAL AND USE/CLEAN-UP AGREEMENT ARE MET. SECURITY DEPOSIT OF \$500.00 (IN THE FORM OF 2 CHECKS - \$400.00 AND \$100.00) MADE PAYABLE TO SCCA, IS DUE AND PAYABLE AT TIME OF RESERVATION. A CANCELLATION FEE OF \$100.00 WILL BE CHARGED IF SCCA IS NOT NOTIFIED WITHIN 10 DAYS OF THE EVENT.

INITIAL

ALL PERSONS RENTING THE CIVIC HALL MUST SHOW PROOF OF LIABILITY INSURANCE. SPECIFICALLY, PROOF OF A MINIMUM OF \$1,000,000.00 LIABILITY NAMING THE SUN CITY CIVIC ASSOCIATION ALONG WITH EQUITY MANAGEMENT & REALTY SERVICES – An Associa Company AS ADDITIONALLY INSURED.

INITIAL

THE ASSOCIATION DOES NOT PROVIDE CLEANING SERVICES FOR YOUR EVENT. CLEAN UP OF CIVIC HALL AFTER YOUR EVENT IS YOUR RESPONSIBILITY. IF CIVIC HALL IS NOT LEFT CLEAN AFTER YOUR EVENT, ANY AND ALL COSTS FOR CLEANING; REPAIR OR THE LIKE WILL BE DEDUCTED FROM OWNER'S DEPOSIT.

INITIAL

DURING THE MONTH OF DECEMBER, CIVIC HALL WILL BE DECORATED FOR THE HOLIDAYS. NO DECORATIONS ARE TO BE REMOVED.

INITIAL

(RENTER PRINT NAME)

(DATE)

(RENTER SIGNATURE)

(ASSOCIATION REPRESENTATIVE SIGNATURE)

Rental Guidelines

1. Eligible residents must accompany any guests using Civic Hall.
2. The use of Civic Hall may be restricted upon the Association suspending A members' rights of use for delinquent dues, violation of association rules or deliberate abuse of SCCA facilities.
3. Civic Hall may not be rented for political, religious, or commercial purposes.
4. Furniture may not be removed from the interior of Civic Hall
5. Use of tobacco related products is prohibited on all SCCA property.
6. Drinks that contain colored dye such as RED, ORANGE, OR YELLOW ARE NOT PERMISSIBLE due to permanent stains on the carpet. In the event of permanent stains, the renter will be responsible for any damages.
7. Decorations may only be hung with blue painters' tape (ABSOLUTELY NO TACKS, NAILS, PINS, OR STAPLES ALLOWED) Confetti may not be used.
8. Only persons who may legally consume alcohol may do so while renting Civic Hall. The Association may require the owner to have an "attendant" present at the event who is responsible for "carding" individuals or otherwise distributing the alcohol to persons of legal age.
9. The reserved function shall last no later than 10:00 PM (INCLUDING CLEAN UP). Local noise ordinances are enforced.
10. The renter shall arrange for all pickups and deliveries on the day of the event.
11. The renter shall be responsible of his/her own clean up.
12. No more than 106 guests may be in attendance within Civic Hall.
13. Piano may not be moved from its assigned location.
14. Reservations must be made by an eligible resident and applicant must be present during the period Civic Hall is in use under such reservation.

15. RESERVATIONS OF CIVIC HALL DOES NOT INCLUDE ANY OTHER SCCA FACILITIES.

Owner, for himself/herself, and for his/her guests, vendors, invitees, heirs, successors, and assigns agrees to indemnify, defend and hold the Association and its agents, officers and representatives harmless as to any claim, loss, injury or damage arising out of the use of these facilities, except where shown to have arisen due to the gross negligence or willful misconduct of the Association or its agents, officers or representatives.

Renter Signature _____ Date ____/____/____

SCCA Facility Cleaning Checklist

- All trash has been placed in receptacles provided
- Kitchen sink and countertops have been cleaned.
- Appliances have been cleaned (stove & refrigerator) inside and out.
- Restroom sinks & countertops wiped down, and trash placed in trash receptacles
- Furniture is accounted for (____ tables, ____ chairs)
- All personal belongings have been removed.
- All trash on the ground around the outside of the Facility has been picked up.
- Inside and out have been inspected for any damage.
- Windows & doors are closed and staff has locked them (secondary doors are latched on front & back doors).

Note: Sun City Civic Association is not responsible for any personal belongings not removed.

Existing Damage:

New Damage:

Inspection date: _____ Deposit release date: _____

Renter Signature: _____ Date: _____

Staff Signature: _____ Date: _____