



Pool Party Room Rental Policy

OVERVIEW

The Pool Party Room is an amenity available for use and rent by Owners/Residents within the Canal Run Community. For individuals wishing to reserve the Pool Party Room for private parties or other events, the following policy outlines what steps need to be taken to reserve the venue. The policy also outlines the rules that apply to all renters and the obligations necessary to ensure that no damage occurs within the venue during events. The Board of Directors, following guidelines set forth, may waive these provisions in exigent circumstances to permit events to take place outside of the rental policy outlined below when doing so is deemed in the best interest of the community.

APPLICABILITY

The rental policy provides for exclusive use of the Pool Party Room. During the event, no individuals who are not associated with the event will be allowed in the Pool Party Room. Rental of the Pool Party Room does not provide for exclusive use of the pool. The pool is only available for exclusive use after hours on weekend evenings pursuant to the After-Hour Pool Rental Policy.

POOL PARTY ROOM RENTAL PERIOD

The Pool Party Room is available for rental for three-hour periods. The Pool Party Room may only be rented once on any given day. In order to avoid conflicts with general use of the pool, those renting the Pool Party Room may not bring in more than 10 outside guests and it is not available for use on holidays or holiday weekends. The Pool Party Room is also not available outside of the pool season. Furthermore, given current health conditions the pool party room will be limited to use of no more than 20 guests to ensure social distance requirements can be met.

POOL PARTY ROOM RENTAL FEES

- \$100.00** Non-refundable hourly rental fee, for all rentals up to 3 hours.
An additional hourly charge (\$25/hour) will be deducted from the security deposit for any time used over the contracted time period, not to include allotted time for set up and clean up.
- \$200.00** Refundable security deposit to cover damage/cleaning fees accrued or reimbursement for extra rental time used.
- ❖ Rental fee includes one guest card with up to 20 passes. Irrespective of any other policy of prohibition, Pool Party Room renters may use both guest passes at once.
 - ❖ Renters will be allotted a reasonable period of time for set-up prior to the event (30 min) and clean up after the event (30 min).
 - ❖ Repair/Replacement Cost: If an item is repaired or replaced due to damage by the property owner and/or resident or guest(s), then the cost will be deducted from this deposit. If the cost to repair, replace or clean the item is above the \$200.00 damage/cleaning deposit, the difference will be paid by the property owner and/or resident within 10 days of being presented with an invoice. Otherwise, Clubhouse and Pool membership will be revoked until payment is made in full

POOL PARTY ROOM RENTAL RULES

The renter is to obey all the listed rules of the Pool with the addition of these.

1. The Pool Party Room is limited to 40 persons. Noise levels emanating from the event must remain as such level as not to create a disturbance or nuisance to residents residing adjacent to the Clubhouse. The property owner or resident must comply with all applicable Maryland Law with respect to the use of the Pool Party Room. Resident will supervise all activities of persons under the age of twenty-one (21) with a suitable number of adults, if necessary.
2. Pool Party Room reservations are for the benefit of Canal Run property owners and residents ONLY. All requests to use the Pool Party Room must come from Canal Run property owners or residents in good standing. The request form, along with deposit and payment checks, therefore, must come directly from the Canal Run property owner or resident who must be current in HOA dues.
3. The Canal Run property owner or resident requesting the use of the facility must be in attendance during the event; and is liable for the conduct of their guests and themselves.
4. When using crock pots, warming trays, steaming tables, electric skillets, coffee pots, percolators, electric only fondue pots, etc., you will need to provide your own appliances and surface protectors. Any damage incurred from your misuse of your appliances will be the financial responsibility of you – the property owner and/or resident.

5. No furniture, lamps, accessories, appliances, cleaning supplies, cleaning equipment, etc. belonging to the HOA are to be removed from premises, unless they are your items.
6. All trash and recyclables from your event are to be removed from the Pool Party Room and grounds immediately, following your event—it is your responsibility.
7. During the rental period, to ensure the safety of children, the adult to child ratio at any event shall be no less than four adults per every child.
8. All participants must adhere to follow county and state guidelines for COVID-19 safety including social distancing and hand washing.

INSPECTIONS

It is understood by the property owner or resident that a lifeguard, member of the Clubhouse/Pool Committee, HOA Board member, or property manager may enter the Pool Party Room during any event (at his or her discretion at any time, in order to ensure that the property owner or resident is in compliance with the terms of this Agreement.)

A Board designee will inspect the Pool Party Room for cleanliness and damage upon the conclusion of your event. Clean-up of the Pool Party Room must be completed when your event is over and prior, to leaving the premises.

RESERVATION PROCEDURES

1. Complete the information requested on the Pool Party Room Request Form and submit a signed Pool Party Room Rental Usage Agreement.
2. Enclose a check for \$200.00 for damage/cleaning deposit that will be returned, **provided all conditions are met.**
3. Enclose a separate check to cover Pool Party Room Rental See “RENTAL FEES” section for additional details
4. As part of your reservation and payment, also include the set-up time just prior to and clean-up times immediately after your event.
5. Please make checks payable to *Canal Run HOA/Property Management People, Inc.*
6. To ensure appropriate lifeguard coverage, the above information must be submitted at least two weeks in advance of the event.

RESERVATION CANCELLATIONS

1. All cancellations that take place at least 72 hours prior to the start of the event will result in a complete refund of all deposits and payments.
2. All cancellations within 72 hours prior to the start of the event, will result in a refund of damage/cleaning deposit; and 50% of the reservation deposit.

3. All deposits will be fully refunded, if the event is cancelled **due to inclement weather.**



POOL PARTY ROOM RESERVATION AGREEMENT

I request the use of the Canal Run Pool Party Room with the understanding of and agreement to the following policies.

1. I am at least 21 years of age and a Canal Run homeowner or resident in good standing.
2. I will be in attendance at the above event at all times.
3. I assume all responsibility for the actions and behavior of all persons present at, or in any way related to, the requested event. Further, I agree to hold all guests responsible for abiding by all Homeowners Association's By-Laws, Rules, Covenants, and Regulations.
4. I will not hold the Canal Run Homeowners Association liable for any injury caused by the actions or behavior of persons present at, or in any way related to, the event.
5. If my usage of the Pool Party Room violates the Association's By-Laws, Rules, Covenants and Regulations, or any Federal, State, County or Local law/ordinance, my right to use the facility will be terminated and my damage/cleaning deposit will be forfeited.
6. I will clean up after my event or forfeit the damage/cleaning deposit.
7. I agree to **NOT** hang anything from, touch or tamper with the ceiling or fixtures.
8. I agree that any damages to the Pool Party Room, will be deducted from my damage/cleaning deposit; and if the cost of the damages exceeds the deposit, I agree to pay the Canal Run Homeowners Association for the balance due within ten (10) days of receipt of written explanation and invoice from the Association for such repair(s) and/or replacement(s).
9. I agree that all fees and expenses incurred by the Canal Run Homeowners Association as a result of my use of the Pool Party Room under this agreement, shall be considered an assessment and constitute a lien against my property; and shall be collectable as such as provided for in the Association's Declaration and By-Laws.
10. I affirm that all Canal Run Homeowners Association dues and other fees are current; and that if I am no longer current on these dues and fees at the time of my event, my event will be cancelled; and deposits and payments may be retained to cover the dues and fees due to the Canal Run Homeowners Association.
11. I agree not to paint, glue, staple, tape or affix anything...etc. to the walls, doors, windows, furniture, appliances, etc; or light any candles, except on a cake.
12. I agree not to smoke inside the gated pool area; and to ensure that all my guests abide with this prohibition.

Signature _____ Date _____



CANAL RUN HOMEOWNERS ASSOCIATION, INC.
Pool Party Room Reservation Form Request

Today's Date: _____

Name: _____

Mailing Address: _____

E-mail Address: _____

Phone: _____

Requested Date to use the Pool Party Room: _____

Hours of Use (Include set-up and clean-up) From: _____ To: _____

Approximate # of people attending: _____

Description of the event:

I hereby certify that I have read and fully understand the rules governing Canal Run Pool Party Room Rentals. I further agree to return the Pool Party Room to the condition just prior to the event or risk losing part of, or all of the \$200.00 damage/cleaning deposit that I am enclosing with this form.

Signature: _____ Date: _____

Please send the completed form along with the Pool Party Room rental fee and the refundable damage/cleaning deposits to the following address:

Andrew Felices, Community Manager
Property Management People
92 Thomas Johnson Dr. Suite 170
Frederick, Maryland 21702
Fax: 301-694-9514
Email: andrew.felices@pmpbiz.com