

## Lakeview Clubhouse Rental Checklist

The return of your security deposit is dependent on ALL of these policies being followed. If you have any questions about any of the policies, please contact Karla Lewis at 419-722-7467 before you leave and lock up. You must have the Clubhouse cleaned and vacated by the ending time on your contract. All clean-up must be done prior to leaving. We do not allow next day clean up.

- ABSOLUTELY NO nails, push pins, tape, sticky tack, Command Wall hangars or ANY OTHER items may be used to affix anything to any of the wall surfaces, wood or windows. We DO NOT allow any wall decorations of any kind.
- Empty all trash cans in the Clubhouse area including kitchen and both restrooms and reline with the trash bags provided in the utility closet near the women's restroom. All trash may be thrown into the blue dumpster located on the East side of the property on CR 237.
- Sweep the entire Clubhouse. Please be sure if you are using sequins, glitter or other small shiny items that it is all swept up.
- Sweep and mop the entry way and ensure it is free of any debris or spills.
- Empty your items and wipe out the refrigerator in the kitchen and clubhouse. Oven/stove is to be used for warm up only please.
- Tables and chairs may be left set up in the Clubhouse area.
- Double check to ensure all doors are shut and locked, including east deck doors and both exterior bathroom doors.
- Remove ALL balloons. If any balloons are left in the Clubhouse this is a forfeit of your entire deposit. We ONLY allow helium balloons that are affixed to a base. NO loose balloons are allowed.
- Please pick up any cans, bottles or other trash left outside in the parking area as well as the circle drive.
- LVP is a non-smoking facility. Absolutely no smoking is allowed inside the building. Please be sure your guests deposit cigarette butts in the receptacle provided outside the main entrance to the clubhouse located on the west side of the entrance.
- Reset both thermostats in the clubhouse to the temperature indicated, (Heat 50 degrees, Cool 80 degrees) on the thermostats. There are 2 thermostats in the clubhouse. One on the North side and one on the South side of the arch way to the east room.

By signing this checklist, you the renter agree to follow all policies of Lakeview Pool. If any of the policies are not adhered to you will forfeit your security deposit and may be subject to addition charges for repairs or damages and/or a cleaning fee.

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Renter

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LVP Club Manager

LVP offers the following table and chairs for use during your rental ~

8 - 6' long tables

8 - 60 inch round plastic tables

2 - 60 inch round wooden tables

72 - Padded stackable chairs

4 - Square wooden tables

1 - Long buffet table (not to be removed from kitchen)

All tables and chairs must be returned in the condition they were found. If any damage is done to tables and/or chairs you will forfeit your security deposit and be subject to additional charges. We at Lakeview Pool enjoy being able to offer our facility to the public for your use and enjoyment. Our policies are in place to ensure a clean and pleasant environment for you and your family to continue to use. We appreciate your business and look forward to continuing to have a great space for you to enjoy.