



Penn Forest Streams Property Owners' Association  
11 Clubhouse Road  
Jim Thorpe, PA 18229

## ACKNOWLEDGEMENT OF LIABILITY FOR FACILITY RENTAL

I \_\_\_\_\_ of \_\_\_\_\_ in Penn  
(Name) (PFS Address)  
Forest Streams have rented the use of the Penn Forest Streams Clubhouse and/or Pavilion for  
the date of \_\_\_\_\_ to/from (time) \_\_\_\_\_, for the purpose of  
\_\_\_\_\_.

I understand and acknowledge that I am fully liable and responsible for any and all damage that may be caused, either intentionally, recklessly or negligently, without limitation, to the facility or any other Penn Forest Streams property, whether real or personal, by myself, my family, my guests, or invitees during the period of time which I have rented the clubhouse and/or pavilion.

Date: \_\_\_\_\_ Phone Number(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Cell Number(s): \_\_\_\_\_  
(Property Owner)

Signature: \_\_\_\_\_ Other Number(s): \_\_\_\_\_  
(Office Secretary)

Bottom for Office Use Only

\$75.00 Refundable Security Deposit Paid: Date: \_\_\_\_\_ Check #: \_\_\_\_\_  
(Check will be deposited upon receipt, and returned within 30 business days providing facility is left in clean condition (renter MUST take garbage) and there is no evidence of damage.)

### Rental Fee:

Clubhouse Rental: \$125.00

Pavilion Rental: \$125.00

Clubhouse & Pavilion for same Event: \$200.00

Rental Fee Paid: Date: \_\_\_\_\_ Check #: \_\_\_\_\_

Expected Number of Guests: \_\_\_\_\_ (maximum 75 guests)

Tables/Chairs needed: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Total Rental Fee: \$ \_\_\_\_\_  
Total amount received: \$ \_\_\_\_\_  
Total Amount Due: \$ \_\_\_\_\_



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### POLICY FOR RENTAL OF PFS CLUBHOUSE AND PAVILION

1. Facilities are available for rent during hours that they are not scheduled for a recreational event.
2. Request for rental of Clubhouse or Pavilion should be made 30 days prior to event, to ensure availability.
3. Security deposit of \$75.00 is required **and will be deposited upon receipt**. Security deposit will be refunded if inspection shows the facility is cleaned and there is no evidence of damage. **Renter MUST take all trash/garbage.**
4. Contracting individual must sign an acknowledgement of liability, stating date, time, intended use and number of people attending.
5. Rental policy for the private use of the Clubhouse or the Pavilion: Rental for the private use of either facility will be \$125.00 for duration of up to 6 hours. Kitchen is included in the rental price for the Clubhouse. Rental cost for both Clubhouse and Pavilion for the same event is: \$200.00.

A. Available Rental Hours: Monday-Wednesday; 2PM-10PM, Thursday-Friday; 2PM-6PM, Saturday-Sunday; 8AM-6PM.

6. Contracting individual is responsible for leaving the facility clean and building secure.
7. Kitchen Use Rules and Guidelines:
  - a. The Clubhouse kitchen is for use by members.
  - b. The refrigerator may be used to keep foods fresh, but not for long term storage.
  - c. All counter tops, appliances, and sinks must be left thoroughly cleaned for the use of other members.
  - d. Kitchen hand towels are in the cabinet for your use. Please do not use the decorated hand towels on the stove for clean up, this is for display only. If you use a hand towel, please take it home to clean it and return it to the kitchen ASAP.
  - e. If you use any appliances, silverware, pots n pans, etc. please make sure they are cleaned, dried and put away before you leave.
8. Contracting individual is responsible to remove trash from the Kitchen and Clubhouse Common areas generated by the event.
9. Maximum number of people attending event will not exceed 75.
10. Enforcement will be advised of facility use.
11. No smoking permitted in any room of the Clubhouse.
12. No excessive noise after 11:00 PM. (If you choose the Pavilion as a rental.)

Signature: \_\_\_\_\_

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