



## High Valley Country Club

# Rules for Rental of the Clubhouse

The clubhouse will be rented to members only for private parties and the key will be given to adult members only. The member who requests the key will be responsible for any damage or breakage.

The fee for rental of the clubhouse for 20 persons or less is \$35.00; each additional person is \$1.00 per individual with a \$100.00 security deposit which will be returned subject to deductions outlined below. Other damages will be billed in addition. *Note: There is no charge for rental when the event is open to all High Valley members.*

Clean up of the clubhouse must be done by 8 a.m. the following day when the clubhouse is open or noon the following day when the clubhouse is not open.

The clubhouse will be checked by the clubhouse manager before the deposit is returned.

**If you have more than five rule violations, no part of the deposit will be refunded.**

✓	CLEAN-UP RULES	VIOLATION CHARGES
	Wipe off all chairs and put back in place. Stack chairs no more than 5 high.	\$25.00
	Remove all your decorations from the premises.	\$25.00
	Wipe all tables and put away. Folding tables are put in back-to-back and top-to-top in the back hall.	\$25.00
	Vacuum rug and clean any spots. Clean upstairs and stairway if used.	\$25.00
	Sweep and mop kitchen. Wash and put away all dishes and utensils.	\$25.00
	Check microwave, oven, and refrigerator and make sure no food or trash is left in clubhouse area or on grounds.	\$25.00
	Empty garbage, replace liner, empty and clean coffee pots.	\$25.00
	Wipe off counters, inside of microwave. Put used dishtowels and cloths/rags in bucket under single sink in kitchen.	\$25.00
	Clean restrooms, empty garbage cans, and turn off lights.	\$25.00
	Haul garbage away and replace garbage bags.	\$25.00
	Turn furnace down to 55. Unplug jukebox. Be sure that upstairs outside door is locked and lights off.	\$25.00
	Latch all windows, be sure that all exterior doors are locked, and return key to the clubhouse manager. (Failure to comply with any one of these three requirements (including loss of key) will result in forfeiture of entire \$100 deposit.)	\$100.00

### NOTES:

- Smoking is not allowed in the High Valley clubhouse.
- The light in the back hall remains on at all times.
- Please supply your own coffee, sugar, disposable cups, paper towels, garbage sacks, etc.
- Rags can be found under the single sink in the kitchen; vacuum, vacuum bags, and highchair are in back hall.
- No liquor is to be served to minors on the High Valley premises.