

**MASONBORO WOODS AMENITIES HOA**  
**Clubhouse Rental Terms and Conditions**

**Eligibility:** The clubhouse is available for rental by current members of Madison Place (MP), Masonboro Woods (MW), who support its costs with annual dues, and by those members of Greenbriar South (GS) who have paid the optional pool and clubhouse membership fee, (\$300 for 2019) equal to those costs.

**Terms:** Rental dates are not guaranteed. We operate first come; first served. The earlier you rent, the more likely you will obtain the date you desire. A written, signed contract and two (2) checks are required: [1] \$30 Rental Fee and [2] \$150 Damage Deposit. Make checks payable to **Masonboro Woods Amenities HOA**, and deliver them and the completed contract to the Pool/Clubhouse Coordinator (below). The damage deposit will be returned provided no cleaning or damage repair is necessary. Renters are expected to leave the clubhouse as clean and orderly as they found it. No admission fee may be charged. Alcoholic beverages may neither be sold, nor served to, nor be consumed by, minors.

**Use:** The clubhouse is available seven (7) days a week, from 8:00 A.M. until 10:00 P.M. Entry during other hours will trigger an automatic alarm of our security system. Renters and guests are allowed to use the kitchen and its appliances, restrooms, and tables/chairs. Thorough cleaning is expected before leaving. You may attach crepe paper, streamers, signs and balloons from the ceiling hooks, provided they don't affect the ceiling fans. The swimming pool is not included in clubhouse rental. Members are still limited to the five (5) guests allowed by pool rules, and an adult member must be present with children under 18. Illegal, loud or offensive behavior is not permitted. Furniture is to remain in premises. Activity is monitored by video cameras.

**Parking:** No not park on the grass, in driveways, in front of residences or blocking the mailboxes.

**Key:** The Coordinator will provide the door key. In his absence, a substitute or Board Director may fill in. The Coordinator will make arrangements for pick up and return of the key, reservation date, contract, collect or return checks, distribute funds and perform any other tasks necessary to provide a safe, clean and well maintained facility. The renter must lock all doors and deadlocks (both restrooms, front door and pool door), prior to leaving. The key is to be returned by noon the following day.

**Trash:** We do not have garbage collection service. We provide a vacuum. Use it to go over the floor, empty it, and bag its debris. Empty the trash can in the kitchen into trash bags you provide, then take it home with you for collection. Failure to do this can revoke your deposit.

**Damage:** If a repair is needed, of damage resulting from your rental, the cost will be deducted from the deposit. Any monies left over after the repair will be refunded. If, however, estimates are needed to assess the cost of the damage/repair using professional services, the entire deposit will be forfeit. If the damage exceeds the deposit, the amount will be invoiced to the renter, and any unpaid invoice added to assessments due from the member. Other remedies, necessary to recover, may follow.

**Contacts:**

**Pool/Clubhouse Coordinator:**

(Monday - Thursday 9:00 AM - 5:30 PM)  
 Joe Pasquarell  
 910-616-7363

**HOA Business Manager:**

Atlantic Shores Management  
 910-270-9975

**Masonboro Woods Amenities Board of Directors:**

Dave Barkman, MP 910-660-1831  
 Jeff Goodman, MP 828-230-8164  
 Lance Chang, MW  
 Jeff Hidek, MW  
 Heather McNamara, GS

Provide "Inspection Checklist" to Renter with copy of Rental Agreement

**Masonboro Woods Amenities HOA, Inc.  
Clubhouse Rental Agreement**

This rental agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, between Masonboro Woods Amenities Homeowners Association, Inc., hereinafter MWAHOA, and \_\_\_\_\_ hereinafter referred to as RENTER.

Print Name

WHEREAS, the RENTER wishes to rent the clubhouse facility, located at 4945 Coronado Drive, Wilmington, NC, from MWAHOA; and

WHEREAS, MWAHOA and RENTER wish to state the terms and conditions of the rental agreement.

NOW THEREFORE, in consideration of the mutual covenants, stipulations, promises, and undertaking set out herein, the PARTIES agree as follows:

MWAHOA hereby rents the clubhouse for the period of 8:00 A.M. - 10:00 P.M. on \_\_\_\_\_, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

The RENTER shall provide two (2) valid checks, payable to "Masonboro Woods Amenities HOA" as follows:  
1. Thirty Dollars (\$30), non-refundable fee to cover direct costs, and  
2. One Hundred & Fifty Dollars (\$150), refundable Damage Deposit, pending inspection afterwards.

The RENTER must be a resident owner (or tenant of a), dues paying member of MWAHOA Pool/Clubhouse in good standing, and shall be present in attendance during the event, and assure that it poses no adverse impact on the facility or neighboring residents. Tenant RENTER must provide a letter signed by the home owner, accepting financial responsibility for damage exceeding the deposit. RENTER further agrees to be responsible for any and all damages caused by invited guests and vendors to the premises, and agrees to hold MWAHOA harmless from any liability arising from RENTER'S use of the premises.

MAXIMUM OCCUPANCY: 50 PERSONS

Type of Activity: \_\_\_\_\_

Number of Guests Expected: \_\_\_\_\_

Times of Activity: \_\_\_\_\_ to \_\_\_\_\_

RENTER acknowledges he/she has read the above statement, and the terms and conditions attached hereto, and agrees to comply.

\_\_\_\_\_  
Renter's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Renter's Street Address

- Madison Place
- Masonboro Woods
- Greenbriar South

\_\_\_\_\_  
Phone

\_\_\_\_\_  
MWAHOA Clubhouse & Pool Coordinator

Rental Check No. \_\_\_\_\_ \$30

Deposit Check No. \_\_\_\_\_ \$150

**Joe Pasquarell, Coordinator,  
MWAHOA  
910-616-7363**

**Dave Barkman, President,  
MWAHOA  
910-660-1831**

\*\* See "Clubhouse Rental Terms and Conditions" on reverse side.  Inspection Checklist Provided

June 11, 2019

## INSPECTION CHECKLIST (CHECK BEFORE LEAVING)

- KITCHEN SINK, COUNTERS, CABINETS AND REFRIGERATOR CLEAN
- REFRIGERATOR CONTENTS REMOVED
- CLEAN, FOLD, AND STACK TABLES AND CHAIRS
- VACUUM FLOOR AND CARPET; EMPTY CANISTER
- REMOVE DECORATIONS YOU PUT UP (USE CEILING HOOKS ONLY)
- REMOVE ALL TRASH; BAG AND TAKE HOME
- CHECK AND CLEAN RESTROOMS, IF NEEDED
- LOCK RESTROOM DOORS, INTERIOR
- CHECK AND LOCK POOL DOOR, IF NEEDED
- TURN OFF ALL INTERIOR LIGHTS
- LOCK FRONT DOOR, BOTH LOCKS
- RETURN KEY TO COORDINATOR

