

GREEN TRAILS HOMEOWNERS ASSOCIATION

COMMUNITY ROOM RENTAL PERMIT

Name: _____ Date: _____

Address: _____

Home Phone: _____ Business Phone: _____

Type of Activity: _____ Date: _____

Time of Activity: From: _____ am ___ pm ___ To: _____ am ___ pm ___

Number of Persons: _____

Permit Holder will be responsible for adherence to regulations for the use of the Green Trails Homeowners Association Community Room and all areas used by their guests. It is understood that Green Trails Homeowners Association, its Trustees, Officers, or Agents shall not be liable for injury to persons or property occurring in or about the premises from any cause whatsoever. The Permit Holder will indemnify Green Trails Homeowners Association and save it harmless from and against any and all claims, actions, damages, liability and expense in connection with injury to persons or property arising from or out of the use or occupancy of the Permit Holder of the premises, or occasioned wholly or in part by any act of or omission of the Permit Holder, its agents, or invitees.

Date: _____ Signature: _____

Permit Application

Denied: _____ Approved: _____ By: _____

Agent for Community

Reason for Denial: _____

Rental Amount \$ _____

Clean Up Fee \$ _____

Damages \$ _____

Deposit Received \$ _____ Check/Mo# _____

Balance Returned \$ _____ Deposit less any damages, clean up or rental over run

Key #: _____ Received by: _____ Returned to: _____

Facility Inspection: Pro Rental Date: _____ By: _____

Post Rental Date: _____ By: _____

Comments:

The Green Trails Homeowners Association Community Room may be reserved by an eligible resident or community organization at any time the Center is not previously scheduled.

The security deposit will be refunded within (10) business days after the date of usage provided the premises, facilities and equipment are left in satisfactory order.

The Association will refund a security deposit payable to the resident whose name appears as the responsible party on the Permit for the room. The association reserves the right to deduct from the deposit an amount necessary to cover the costs of repairs or replacements of any property occasioned by the use of the community room. If the security deposit does not fully cover the costs the Permit Holder will be billed for the difference, and future use of the Community Center will be denied until these costs are paid.

NO smoking or Lighted Products. This is a smoke free building and the use of tobacco, candles and life products is prohibited in the building.

Under no circumstances will tables, chairs or other equipment be removed from the center.

If decoration, auxiliary lights, or sound equipment are contemplated for any program, the Association must be notified 72 hours in advance of the nature of the decorations. The Association reserves the right to have an inspection made by a representative of the Fairfax County Fire Department or by a licensed Fairfax County electrician of the decorations or equipment to be used. All decorations used in the building must be fire retardant, and nails and screws or scotch tape are not permitted for hanging decorations. Under no circumstances will the group make any structural or electrical alterations in the building.

The Permit Holder is responsible for keeping the number of people attending the event below the fire maximum specified in the permit.

Signed: _____
Permit Holder

Witness: _____

The Association, its Trustees, Agents, and Officers assume no responsibility for the personal property of the permit holder. The Permit Holder will remove all such property, food, or other such things belonging to the Permit Holder from the premises immediately following the termination of the time for which the center is reserved.

The time duration stated in the permit if firm. The Resident should be ready to leave the building with equipment removed and cleanup completed at the end of the rental period.

At gatherings of persons under the age of majority (as defined by State Law,) adequate adult supervision must be provided.

If any of the specifics regarding this Permit are altered in any way from the original statement of intent by the Permit Holder as shown on the Permit, it is the responsibility of the Permit Holder to submit any such change to the Association ten (10) days in advance for approval. In the event the Permit Holder gives no notice or no clearance is received from the Association when the modifications have been made, the Permit Holder will be held liable.

In any adverse situations arise as a consequence of inadequate notifications and/or approval of Permits by the Association, the Association will make the final determination concerning whether additional charges to the Permit Holder are Necessary.

This permit is non-transferable.

The Permit Holder agrees to comply with all applicable Federal, State, and Local Laws and with all the rules and regulations pertaining to this permit.

I understand the methods of properly setting the thermostat to "Hold" and "Run."
_____ Please initial.

I will check the vacuum to ensure the model is #116.31079100 Kenmore serial #M14901758.
_____ Please initial.

Date: _____