



Lake Chesterfield Homeowners Association
 150 Waterside Drive
 Wildwood, Missouri 63040
 TreeStoneproperties 636.733.9021

CLUBHOUSE RENTAL CONTRACT

Revised 2/2/26

Dear Homeowner:

This is your rental agreement for the Lake Chesterfield Clubhouse. If you need to enter the building more than two hours prior to your rental start time, or have other questions, please contact TreeStone at 636.733.9021 during business hours.

IMPORTANT: READ THIS CONTRACT CAREFULLY. By continuing with the rental, regardless of what may be said or implied, you will be bound by the terms of this contract.

LIQUOR:

o If alcoholic beverages are to be served, Homeowner is responsible for actions arising from the dispensing of liquor and/or any licensing/permit requirements

o No consumption of alcohol by minors is permitted on premises

o **Alcoholic beverages must never be left unattended.** +--

form):	Sunday through Thursday (non-holiday)	Friday and Saturday, holiday
Rental/Cleaning:	\$250	\$350
Total Due:	\$250	\$350

Rental fees (an invoice will be emailed to you within 24 hours of completing the

Access will be provided via App or key fob.

Any damage or missing items found will be charged at cost for material and labor. See "[Schedule of Charges](#)" for costs associated with rental damages. Self cleaning is not an option. Total amount paid can be refunded if event is canceled prior to scheduled event - see Section 15 -- "Cancellation of a Rental Event"

Homeowner understands this rental is for the use of the clubhouse main room, bar area, and kitchen facilities on the main floor; billiards and ping pong tables on the lower level; and the loft. Homeowner agrees to turn off lights, vacate and lock the clubhouse by 1:00 am on Friday and Saturday evenings; by 11:00 pm on Sunday through Thursday events. Under no circumstances may the Clubhouse be used past 1:00 am.

If damages occur, the Homeowner named on the rental shall be liable for any additional funds needed to bring the Clubhouse back to its original condition. Abuse or damage to the Clubhouse facilities or infractions of rules by Homeowner and/or guests may result in restriction or prohibition of future use of the Clubhouse and/or other facilities and/or additional cost incurred.

ACCESS TO CLUBHOUSE: Use your key fob or app for entry.

All doors that are alarmed are posted "No Exit." If the alarm is set off due to a door being opened or motion inside the building after 1:00 am, the charges (alarm company and/or fire/police department) will be assumed by the resident.

Evening rentals should end around 12:00 midnight. This allows time for clean up before 1:00 AM.

Remember, you must be out of the building by 11:00 PM or the alarm will sound. (Note: Friday and Saturday rentals have until 1:00 AM)

This policy for rental of the Clubhouse is established under the direction and approval of the Lake Chesterfield Board of Trustees.

1. General

a. The Clubhouse is available for use only to Lake Chesterfield Homeowner Association members in good standing who have no outstanding payments due to LCHOA. The member must agree to the rental contract and be present during the entire period of the rental event.

b. Clubhouse rental by persons who are tenants of a Lake Chesterfield property, is not allowed unless approved by the Board of Trustees. Landlord must be contacted and approve the Clubhouse rental. Free usage of the Clubhouse is not available to renters of Lake Chesterfield properties.

c. The Clubhouse shall not be rented to anyone under the age of 21. Rental events involving minors must be supervised by an appropriate number of adults (approximately 1 parent or guardian for up to 10 minors and 2 adults for each additional 10 minors) during the entire period of the rental event.

d. The exercise room is off-limits for everyone during rental events. Recreation Room use (including Ping Pong and Billiards) is available for guests attending a rental event but is not available to other residents for the duration of the rental event.

e. Rental of the Clubhouse does not include access to the pool area or use of the exercise room.

f. The Clubhouse is a non-smoking facility. Smoking is permitted outside, and a pyramid-style ashtray is provided on the clubhouse front porch which should be used to dispose of all cigar and cigarette butts and ashes.

g. The Lake Chesterfield Board of Trustees and/or their designee retains the right to refuse to rent to any group or individual if such rental is deemed to be unsuitable, inappropriate for a public place or not in the best interest of the Lake Chesterfield Homeowners Association or its membership.

h. Entry to the pool deck area is not allowed by members of the party at any time while the Clubhouse is rented. Exit doors to the pool area are alarmed and exit/entry through these doors will trip the alarm. FINES and FEES (including charges for police involvement) WILL BE LEVIED against violators.

i. The renter takes full responsibility for the conduct and behavior of guests at all times and the renter shall ensure that guests understand applicable LCHOA rules and policies.

j. Lake Chesterfield Management makes no guarantees on the condition of the Clubhouse and associated equipment. However, reasonable measures will be taken to ensure the Clubhouse is clean and in a presentable condition prior to commencement of all rental events.

k. Rental events have priority over **free** use of the Clubhouse by resident groups for games, dancing, sewing, exercise, fund raising etc. The contact person for the resident group will be notified by the Site Manager at least two weeks in advance if scheduling of a rental activity requires cancellation of their event. The contact person will be responsible to notify the other members of the group that a cancellation of their event is necessary.

l. Resident group **free** events requiring long-term planning/scheduling where cancellation would be very difficult, must secure approval from the Lake Chesterfield Board of Trustees to be given priority over a rental request if one is received for the same date.

2. Serving Liquor

a. All attendees must obey the State of Missouri and local Wildwood/County alcohol and drug laws.

b. Cash bars or selling of alcohol is not allowed on the premises during rental events.

c. No one under 21 shall be served alcoholic beverages on the premises and, if alcohol will be served, no minors are to be present without parental permission. (see 1. General, Item "c")

d. Alcohol brought onto the premises must be attended to by at least one adult at all times. Failure to abide by this requirement shall result in fines for the rental event and be subject to other applicable fees.

e. The renter is responsible for any actions arising from the dispensing of alcohol at rental events.

3. Decorations and Confetti

a. The use of scotch tape, tacks, staples and nails on furniture/walls is prohibited. Only easy-to-remove Command Strips or their equivalent shall be used. Charges will be assessed for both evidence of use of prohibited items, in addition to repair costs for damage left on walls by prohibited items.

b. Use of confetti and/or glitter is not allowed. Evidence of use will result in an additional \$50 cleaning fee.

c. Decorating should be done no more than three hours prior to the start of the event. Early set-up requires prior notification and permission from the Site Manager.

4. Furniture Movement

- a. Furniture may be moved but must be returned to its original position before leaving the Clubhouse.
- b. Clubhouse folding tables (9) should be returned to the closet; chairs (50) must be stacked properly in the closet. Inventory will be taken during damage assessment report and residents will be charged for missing chairs/tables.

5. Building Capacity

- a. The main level area capacity is **108** persons and the lower level recreation area capacity is **55** persons. Failure to observe these capacity limits can result in fines.

6. Noise

- a. The renter shall ensure that volume levels are minimized for music, discussion, etc. in outdoor areas to prevent complaints from our neighbors. No external speakers may be used during clubhouse rentals.

7. Closing Hours

- a. All functions using the Clubhouse on Friday or Saturday should end by about 12:00 PM (midnight) to allow time for cleanup before 1:00 AM when the alarm system is automatically armed.
- b. The renter is responsible for charges when police are called due to a failure to exit the Clubhouse before the alarm system is armed. FINES and FEES (including other charges for police involvement) WILL BE LEVIED against the above homeowner.

8. Door/Window Use

- a. In order to maintain heating/cooling in the building, the inner entryway doors and all windows should remain closed during rental events. If desired, the outer entry door can be chained open to allow guests to enter the Clubhouse easily.

9. Thermostat Settings

- a. Thermostats outside of office door and at bottom of stairs to recreation area should be returned to 76 degrees Fahrenheit in summer and 68 degrees Fahrenheit in winter when rental event is over.

10. Equipment Available for Use

- a. Refrigerator, dishwasher (soap/detergent not supplied), convention/convection oven and microwave, vacuum cleaner, FM/AM receiver with microphone capability, 6 ft tables, folding chairs, ping-pong table, pool table, piano; WIFI password is posted, remotes for television use are accessible.

11. Rental Equipment Delivery

- a. Notify the Site Manager if you will be having a delivery of tables, chairs, dishes, linens, etc. prior to your event. Rental Equipment cannot be left in the building after your event or delivered days before your event if another party is scheduled during those times.

12. Cleanup

- a. The renter is responsible for picking up and placing in trash containers all plates, cups, bottles, cans, etc.
- b. **You do not need to take out the trash.** To prevent floor damage and contamination from leakage, absolutely no trash bags are to be left on the Clubhouse floor or on the Clubhouse front porch. Any trash bags that you remove from trash containers, or extra bags that you use, must be deposited in the dumpster by the tennis courts.

c. A vacuum cleaner is stored in the coat closet and can be used to clean up any small debris left on the floors.

d. All food must be removed from the premises (including any food stored in refrigerator).

e. If the event is catered, all rented tables, chairs, dishes, etc. must be removed immediately following the event unless renter has made other arrangements with the Site Manager.

f. Restroom facilities must be left in original condition. Toilets must be flushed and free of obstructions, paper towels and tissue paper disposed of in trash can. No soiled diapers should be left in clubhouse waste receptacles.

13. Use of Coolers/Tubs/Kegs and/or Similar Containers

a. These containers can cause moisture damage to floors and must be kept in the bar area, which has a floor drain to handle liquid runoff, spills, etc.

14. Rental Fee

a. The rental fee must be paid in full at least thirty days prior to the scheduled rental event.

15. Advance Reservations

a. Rental events can be scheduled up to 12 months in advance of the rental event date.

b. For holiday rental events, the Property Manager can restrict a single resident/family from scheduling the same date year after year to allow rental opportunity to others who desire the same date.

16. Cancellation of a Rental Event

a. Cancellation of a *non-holiday* rental event must be made at least thirty days prior to the scheduled event date.

b. Cancellation of a *holiday* rental event must be made at least sixty days prior to the scheduled event date. Due to heavy usage, the following dates are considered in this policy as *holidays*: New Year's Eve, New Year's Day, Easter, Independence Day, Halloween, Thanksgiving Day, Christmas Eve and Christmas Day.

17. Walk-Thru Inspection

a. The renter can request a walk-thru inspection of the Clubhouse before and after a rental event to ensure that only rental event damages are charged to the renter. For a typical evening rental, the walk-thru following the event will be required to be scheduled for 8:00 - 8:30 AM before cleaning begins on the morning following the rental event.

18. Collection of Damage Charges

a. If not paid within 30 days, damage charges and fees will become a lien against the homeowner's property. Such charges, together with collection costs, attorney, and filing charges shall constitute the charges for administering the lien.

19. Pets

a. No pets or other animals are allowed in the Clubhouse during rental events or at any other time.

20. Special Event Requests

a. Requests to use the Clubhouse for raising funds for charitable causes must be approved by the Board of Trustees.

b. Usage/rental requests which do not meet the conditions outlined in this policy must be approved by the Lake Chesterfield Board of Trustees.

21. Violations of Usage/Rental Policy

All violations of the above Usage/Rental Policy are subject to review by the Lake Chesterfield Board of Trustees who will administer the appropriate application of the Lake Chesterfield Fines and Fees Policy as required.

Rental Rate Structure

Friday, Saturday, Holidays (as listed)

Rental \$350

Sunday thru Thursday (non-holiday)

Rental \$250

Upon completing the reservation form, you are agreeing to the terms and conditions stated in these documents, and agrees to hold harmless the Lake Chesterfield Homeowners Association for any claims or expenses by anyone, made as a result of the undersigned's function or use of the clubhouse.

I HAVE READ AND UNDERSTAND THE ABOVE REQUIREMENTS AND AGREE TO ABIDE BY THEM.