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## Clubhouse Rental Information

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The Lions Head Clubhouse is available for rent to unit owners and lessees of unit owners. If a unit owner is renting the Clubhouse for a family member or a family event, the unit owner must be on the property for the entire event.

Lions Head residents may use the clubhouse, free of charge, for a community event with the understanding that residents not attending the event may still use the clubhouse to access the library, the restrooms and workout room.

**Fees:** Cost for a single event: \$150.00

Note: If set-up is required the day before the event, you may access the clubhouse for one-half day, beginning at noon, for a charge of \$75.00.

**Occupancy:** Pursuant to the Indianapolis Fire Marshall, *maximum occupancy for the Clubhouse is 49 people.*

**Scheduling:** All scheduling occurs through Kirkpatrick Management Company. To determine whether a specific day is available, please call (317) 558.5340 and ask to speak with a representative for Lions Head.

**Event Hours:** The Clubhouse is available to approved applicants on the day of the event from 8:00 a.m. until midnight. The property must be cleaned, all trash removed, and vacated by midnight, unless pre-arranged for caterer and supply pick-ups the following day.

**Service Animals:** In compliance with ADA directives, certified service animals are permitted on the property.

**Scope of Permissible Usage:** When renting the Clubhouse, Applicant is entitled to use of the Clubhouse and the back enclosed patio area, with the exception of the grill. No guests or invitees are permitted in the pool area or workout room.

**Supplies Available:** There are 3 8' tables and 20 chairs in the coat closet in the clubhouse that are available for use. If additional tables and chairs are used, they must be returned to the closet and placed where they were found. The Association does not provide any other supplies.

**Note: Your requested event is not confirmed until all documents have been signed and returned to Kirkpatrick Management Company with payment.**



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## Lions Head Condominium Association, Inc. Clubhouse Rental Application

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The Lions Head Clubhouse may be rented by adult unit owners or their lessees only. Lions Head reserves the right to grant or deny rental of the Clubhouse. Upon receipt of the rental payment, a copy of this application will be signed and returned to the applicant indicating acceptance of this application.

Event Date: \_\_\_\_\_ No. of Persons Attending: \_\_\_\_\_  
**(Restricted Maximum of 49 per Fire Marshal)**

Beginning Time: \_\_\_\_\_  
Ending Time: \_\_\_\_\_  
(Please include set-up and clean-up time in the times requested)

Name: \_\_\_\_\_  
Owner/Lessee Address: \_\_\_\_\_  
Event Description: \_\_\_\_\_

Will alcohol be served?      Yes    No                  Entertainment Provided?      Yes    No

If a caterer is providing services, provide name and address: \_\_\_\_\_  
\_\_\_\_\_

If live entertainment provide, provide name and address: \_\_\_\_\_  
\_\_\_\_\_

Please select options:  
One Day Event: \$150.00    Set-up Day Prior \$ 75.00

Total amount submitted with application: \$ \_\_\_\_\_

This form must be accompanied by the signed Lions Head Condominium Association Clubhouse Rental Compliance Contract.



Owner/Lessee

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

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

Kirkpatrick Management Co.

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

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



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## Lions Head Condominium Association Clubhouse Rental Compliance Contract

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Applicant acknowledges that use of the Lions Head Clubhouse is purely for the pleasure of Lions Head unit owners and their lessees and that the Lions Head Condominium Association (the "Association") nor Kirkpatrick Management Company ("KMC") has assumed any responsibility for, nor shall the Association or KMC have any liability for any action or inaction of the clubhouse Applicant and his /her guests and invitees or for any injury, damage or loss any person may sustain while using the facility or in connection with as a result of any activity, including consumption of alcohol or other intoxicating substances, engaged in by any person while using the facility.

Applicant on behalf of him/herself, his/her heirs, successors and assigns, and on behalf of his/her guests and invitees, their heirs, successors and assigns, hereby releases the Association and KMC and their respective officers, directors, shareholders, agents, members, successors and assigns of and from any claims which Applicant, his/her guests and invitees now have or may hereafter have which are related in any way to any loss, damage or injury that may be sustained in connection with their use of the facilities or as a result of any activity, including consumption of alcohol or other intoxicating substances, engaged in while using the facility.

***Applicant acknowledges having received and read the Lions Head Condominium Association Rules for Clubhouse Rental Use and agrees to abide by the Rules.*** Applicant understands and acknowledges that should an inspection of the Clubhouse following the event reveal the property was left in unsatisfactory condition or there was damage to the property, the ***Applicant will be financially responsible for costs Lions Head incurs for cleaning, damage repairs and/or the cost of missing supplies contained in the Clubhouse and agrees to reimburse the Association upon presentment of a statement of charges.***

The foregoing indemnification and defense obligations shall not be conditioned upon the availability of insurance coverage.

Applicant agrees to and accepts the conditions set forth herein this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Date: \_\_\_\_\_  
Applicant / Signature

\_\_\_\_\_  
Printed Name

**Lions Head Condominium Association Rules for Clubhouse Rental**



1. **Eligibility.** The Clubhouse is for the exclusive, non-commercial use of Lions Head Unit Owners and their Lessors.
2. **Renter's Responsibilities.** ○ The Unit Owner or Lessor holding the reservation must submit with the application a non-refundable \$150.00 payment. Reservations are not confirmed until payment and the completed rental application are received by Kirkpatrick Management Company.
  - The Unit Owner or Lessor holding the reservation *must be* present during the entire function.
3. **Maximum Attendance.** Maximum capacity is **49** persons.
4. **Swimming Pool.** The pool is not included in the Clubhouse rental and applicant's guests may not use the pool or the pool deck furnishings during any event. The pool is limited to residents only.
5. **Entertainment.** Entertainment for any event must be pre-approved by Kirkpatrick Management Company. All music and entertainment is restricted to inside the Clubhouse. The Lions Head Condominium Association reserves the right to discontinue any activity that disturbs the community.
6. **Publicity and Fees.** The event may not be advertised to media and admission charges to guests are not permitted.
7. **Time Restrictions.** Set-up cannot begin prior to 8:00 a.m. on the day of the event. All events are to be concluded and the property cleaned and restored to its original condition by 12:00 a.m. (midnight).
8. **Alcohol/Smoking.** No person under the age of 18 is permitted to consume alcoholic beverages in the Clubhouse or on the Lions Head premises. Applicant has the sole responsibility to monitor the alcohol consumption of invitees and guests, including preventing inebriated persons from driving. Smoking is not permitted in or around the Clubhouse.
9. **Clean-up Responsibilities.** Applicant is responsible for returning the Clubhouse to its proper, pre-event condition. ○ Kitchen counters and sink must be cleaned.
  - Floor in kitchen must be mopped, floor in dining room and living room areas must be swept. Push brooms are located in kitchen closet.
  - Stove top and oven cleaned. ○ All food and beverages must be removed from the refrigerator and the kitchen. ○ Applicant must provide cleaning supplies.
  - All furnishings and chairs must be returned to their original positions.
10. **Rental Tables, Chairs and Supplies.** All rented party supplies must be removed from the Clubhouse by 9:00 a.m. the day following the event.
11. **Lions Head Clubhouse Property.** Items contained in the hallway closet, with the exception of chairs and tables, are the sole property of Lions Head and may not be used by Applicant, which includes any and all supplies in containers or on shelves.
12. **Gate Code and Parking.** Applicant is responsible for securing a one-time gate code from Kirkpatrick Management that may be given to invitees. Applicant is also responsible for informing invitees and guests where to park. There is no parallel parking permitted in front of the Clubhouse, nor may guests' park in any way that blocks vehicles from ingress and egress.