

SUNSET PLAZA CLUBHOUSE RENTAL AGREEMENT

The Social Room may be reserved, in advance, by submitting a written request to The Management Trust. In consideration of other members, no homeowner/resident may reserve the Social Room for more than one major holiday (see list below) in a twelve-month period. However, this "twelve-month" rule will not apply if the room has not been reserved at least seven days prior to any of the listed holidays. HOLIDAYS: New Year's Eve, Super Bowl Sunday, Easter, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving, and Christmas

A \$100.00 cleaning/damage deposit is required to reserve the Social Room. The deposit will be refunded if the Social Room and adjoining kitchen are left in the same condition they were in prior to the reserved usage period. The person reserving the room and the Resident Manager will conduct joint inspections prior to, and following the event, to certify its condition.

Date of Rental: _____ Time _____ to _____

Please provide a check payable to Sunset Plaza and return with this form to the on-site maintenance manager.

Name: _____

Unit Address: _____

Best Contact Number: _____

Email Address: _____

Purpose of event (be specific): _____

Approximate number of people at event: _____ (Maximum allows is 40)

When reserving the Social Room, the host is responsible for all actions of their guest, to include ensuring that:

1. No alcoholic beverages are served to minors
2. All windows and doors are locked after the gathering
3. All guests are advised on available parking
4. Proper permits are obtained for serving alcoholic beverages
5. Facilities are cleaned after use
6. Guests are restricted to the Social Room and restrooms.

I have read the above rules and rental policy and agree to abide by them. I have advised the Resident Manager at the beginning of the reserved usage time if the Social Room is not in good order.

Print Named

Signature

Date

Please return the completed form to The Management Trust
at 6704 Tacoma Mall Blvd., #111, Tacoma, WA 98409
or email to Kristin.Gee@ManagementTrust.com