

# Woodcreek Homeowners Association, Inc.

P.O. Box 6083  
Norman, OK, 73070-6083  
woodcreek-hoa.com

## Clubhouse Rental Agreement

To rent the clubhouse, first check the club house rental calendar for open dates. Contact the AGENT at clubhouserental@woodcreek-hoa.com at least 10 days before the reservation time and include name, address, phone number, and date or dates requested. If you don't have access to e-mail, contact the HOA president via email listed on the website. The agent will schedule a time to meet you to get this Clubhouse Rental Agreement and a Security Deposit and to give you the key.

### Terms & Rules

1. The homeowner, who desires to use the Clubhouse, shall be a Woodcreek Lot owner in good standing with the Association shall be referred to as the "RENTER".
2. RENTER agrees to pay the AGENT, in advance, a Security Deposit of \$150.00 in the form of personal check or money order payable to: Woodcreek Homeowners Association, Inc. The deposit shall secure the terms/conditions of this agreement. AGENT shall hold the check or money order and return it to RENTER if all the terms to this agreement have been met. RENTER agrees that the violation(s) of TERMS set forth constitutes a breach of this Agreement, resulting in a complete forfeiture of said Security Deposit.
3. RENTER acknowledges that they have examined the premises and that said premises are clean and in good condition except as may be indicated in TERM #16 of this Agreement. At the termination of this Agreement, the RENTER agrees to leave the clubhouse in clean and good condition and the premises shall be free of personal property. RENTER agrees deposit returned shall be less any amount necessary to pay for cleaning and/or repair of damages to premises and/or common areas. If the deposit does not cover such cost and damages, RENTER agrees to pay any additional costs to repair and/or replace any portion damaged by RENTER and/or invitees to the clubhouse. A written accounting of said charges shall be presented to RENTER. If payment is not made, the collection process shall proceed in accordance with the Covenants and By-Laws.
4. RENTER agrees to return said key to AGENT within 48 hours of commencement of this agreement.
5. RENTER agrees not to cause or allow the use of any kind of smoking material (including candles, cigarettes, vapes, etc.), No alcoholic beverages, illegal drugs, and/or weapons on the premises.
6. RENTER agrees that all parking will be limited to street curbs, with no corner parking, and shall be in accordance with Norman City Ordinances.
7. RENTER agrees not to cause or allow any loud noise or activity on the premises which might disturb the peace of homeowners. No DJ's or live bands.
8. RENTER shall deposit all garbage into the City of Norman trash receptacle and shall be responsible for disposing of all trash that exceeds its capacity. All bathroom and kitchen trash containers are to be emptied. The Blue recycle cart is for recycle material only, do not place trash in the recycle cart. If both green trash carts are full, it is your responsibility to haul the trash to another location.
9. RENTER agrees that the Woodcreek Homeowners Association nor its AGENTS (or Board members) shall not cover or be liable for personal injury and/or personal property damage or loss by RENTER and/or invitees.

RENTER's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

10. RENTER agrees that an adult (over the age of 25) will supervise all youth/teenage activities at all times.
11. RENTER agrees to use only HOA approved adhesives. No tack or nails (nothing that will leave holes) and No regular tape of any kind (nothing that could damage the paint).
12. RENTER agrees not to transfer the premises to another party.
13. When leaving clubhouse, RENTER agrees to leave all window blinds open, leave all interior doors open, leave exterior lights on, and turn off all interior lights.
14. When leaving clubhouse, RENTER insures that the heat or A/C is on:
  - For late spring, summer, and early fall (April 15<sup>th</sup> through September 30<sup>th</sup>), place the thermostat on COOL set temp to 85 degrees.
  - For late fall, winter and early spring (October 1<sup>st</sup> through April 14<sup>th</sup>), place the thermostat on HEAT set at temp to 68 degrees. For extreme cold temperature, set heat on and set temperature to 72 degrees.
15. The renter is responsible for the following items that are present in the clubhouse. If any items are damaged or missing, the renter is responsible for the cost to replace the items.
 

<ul style="list-style-type: none"> <li>• 2 City trash cans</li> <li>• 1 City Recycle Bin</li> <li>• 2 Patio Chairs</li> <li>• 1 Garden hose &amp; caddy</li> <li>• 1 Microwave oven</li> <li>• 1 Coffee maker</li> <li>• 1 Mop and bucket</li> <li>• 1 Broom and dust pan</li> <li>• 1 Vacuum cleaner</li> <li>• 1 Step ladder</li> </ul>	<ul style="list-style-type: none"> <li>• 1 Water Cooler w/ cup dispenser</li> <li>• 1 Pop-up canopy tent</li> <li>• 53 folding chairs</li> <li>• 3 tables – 72” x 30”</li> <li>• 3 tables – 96”x30”</li> <li>• 1 folding table – 60”x28”</li> <li>• 2 kiddy pools</li> <li>• 2 table cloths</li> <li>• 2 extension cords</li> </ul>
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16. ADDITIONS/EXCEPTIONS: List any additions/exceptions on back of this page.

This agreement shall be the terms and conditions under which Woodcreek Homeowners Association shall manage the use of the Association’s Clubhouse and common area located at 1625 Woodcreek Ct, Norman, Oklahoma.

Association “AGENT”:  
\_\_\_\_\_ (Name)

Homeowner “RENTER”:  
\_\_\_\_\_ (Name)

\_\_\_\_\_ (Address)

\_\_\_\_\_ (Mobile #)

This agreement shall be for a 24 hour period and shall commence on: \_\_\_\_\_ (Date)

The undersigned RENTER and AGENT have read and shall comply with this agreement.

AGENT’S Signature: \_\_\_\_\_ Date: \_\_\_\_\_

RENTER’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_