

**RULES AND AGREEMENT FOR USE OF CLUBHOUSE  
SHERWOOD GREEN HOMEOWNERS ASSOCIATION, INC.**

1. The clubhouse should be considered an extension of your home: it should be cared for and used in the same manner.
2. Only residents of Sherwood Green may use the clubhouse facility. It may not be used for political or profit-making functions. Persons who rent or lease a home in Sherwood Green may use the facilities ONLY after the Association has received a properly signed and acknowledged "Delegation of Rights and Assumption of Liability" from the responsible Homeowner.
3. Homeowners may form interest groups for use of the clubhouse. These groups must be approved by the Sherwood Green Board of Directors and must be open to all Association members. No rent or deposit will be required for regular meetings of such groups. The homeowner who accepts responsibility for leadership of such groups shall be responsible for fulfilling all the rules for use of the clubhouse.
4. The Clubhouse shall be reserved on a "first come, first served" basis. To reserve the Clubhouse, contact the managing agent at 812-339-1880 or [sherwoodgreenhoa@yahoo.com](mailto:sherwoodgreenhoa@yahoo.com) to check availability on desired date and time. This agreement must be signed, and two checks: one for the non-refundable \$30 rental fee and one for a \$50 deposit must be submitted to reserve the Clubhouse. The deposit will be fully refunded if no additional cleaning is needed, including the trash being removed and no damages have been incurred. If damages incurred exceed the amount of the \$50 deposit, an assessment against the unit owner in the amount of the damages will be levied.
5. The key may be checked out with the manager 3 days prior to the reserved date, at which time all paperwork must be signed and 2 checks (for the fee and deposit) must be submitted. Keys are to be returned within 2 days after the Clubhouse is used. Failure to return the key will result in an assessment against the unit owner in an amount sufficient to re-key the locks and replacing all existing keys for the locks.
6. The resident who contracts for the Clubhouse must remain on the premises throughout the entire time of usage, including clean up.
7. Other participants in clubhouse activities must be guests of the Sherwood Green resident reserving the facility.
8. Smoking is not allowed inside the Clubhouse. Candles are not allowed.
9. Because of the close proximity to residences, loud or boisterous activity is prohibited. Activities shall not invade the privacy of the surrounding neighbors and all activities shall be conducted within the recreational facilities. The rules and regulations applicable to the recreational facilities shall apply to everyone attending the function. No live bands are allowed. Guests of the resident reserving the clubhouse shall not use the pool facilities or the tennis courts.

The Managing Agent, or any Director, may request any person violating the provisions of this agreement to leave the common areas of Sherwood Green.

10. No parking in front of the mailboxes, driveways or on the grass.
11. All persons must vacate the Clubhouse no later than 11:59 p.m.

12. Each resident who uses the Clubhouse shall be responsible for any damage or loss caused by any member of his/her party. The resident assumes full financial responsibility for any repair or replacement in excess of the deposit.

13. The resident reserving the Clubhouse shall be responsible for cleanup of the Clubhouse and premises. Cleanup shall include, but is not limited to the following:

- a. vacuuming of all carpeted areas
- b. sweeping and/or mopping of all non-carpeted floor areas
- c. cleaning the kitchen, wiping clean all counter tops, appliances, sink any other soiled areas  
sinks
- d. cleanup of all food and/or drink spills including removal of all spots on carpet and upholstery
- e. picking up trash inside and outside. Trash must be placed in the containers that are provided and removed from the premises. **DO NOT LEAVE LEFTOVER FOOD OR BEVERAGES – TAKE IT WITH YOU!**
- f. clean all tables, chairs and any soiled upholstery
- g. returning folding tables and chairs to storage areas and leaving other furniture arranged as found.
- h. clean bathrooms
- j. secure the building by turning off lights and appliances, setting the thermostat to instructed temperature and locking all doors and windows.

Residents may use available cleaning supplies and equipment at the Clubhouse: if none are available, residents must provide their own. CLEANUP must be completed no later than 12 hours after the end of the event, or before the scheduled beginning of another event, whichever comes first. AFTER CLEANUP DEADLINE, AN INSPECTION WILL BE MADE WITHIN 72 HOURS.

Sherwood Green Homeowners Association is not responsible for personal effects of persons using the Clubhouse or for their illegal acts.

Reserved by \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Date Reserved \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Number expected: \_\_\_\_\_ Will liquor be served? \_\_\_\_\_ Food be served? \_\_\_\_\_

I/WE THE UNDERSIGNED, HEREBY AGREE TO THE ABOVE RULES AND ASSUME FULL LIABILITY FOR ANY DAMAGE DONE TO THE FACILITY AND INDEMNIFY THE ASSOCIATION FOR ANY LOSS OR ACTION ARISING FROM MY/OUR USE OF THE FACILITIES. I/WE ALSO UNDERSTAND THAT MISCONDUCT ON THE PREMISES OR MISUSE OF THE FACILITIES MAY RESULT IN THE SUSPENSION OF MY/OUR RIGHTS TO FUTURE USE OF THE FACILITIES.

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For office use: Check numbers: \_\_\_\_\_ Key #: \_\_\_\_\_

Notes from clubhouse inspection after use: \_\_\_\_\_

Key returned: Yes No

Date deposit returned: \_\_\_\_\_