**Harrington Homeowners Association Amenity Rental Form-2024**

*If you are interested in reserving the Cabana area or the Amenity parking area for a gathering, please contact*

*William Douglas Management at (864) 284-6515 or by email at* [***mauldinoffice@wmdouglas.com***](mailto:mauldinoffice@wmdouglas.com) *(This email address is for rentals only. All other questions should be referred to your Association Manager.)*

*Please note that renting the Cabana or Amenity parking area does NOT grant exclusive pool access during your event. You are reserving the Cabana area or Amenity parking area only! No rental will be allowed to any member who has ANY balance due on their account. No rentals on holidays.*

NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOME PHONE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CELL PHONE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-MAIL ADDRESS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF RESERVATION:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AREA REQUESTING TO RENT: CABANA AREA AMENITY PARKING AREA (DESIGNATED AREA ONLY)

TIME OF EVENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (No rentals before 9:00 a.m. or after 9:00 p.m./or sunset, whichever occurs first)

# OF HOURS BEING REQUESTED FOR YOUR EVENT (UP TO 4 HOURS including setup & cleanup time):\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TYPE OF EVENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF GUESTS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read the attached Harrington Homeowners Association rental rules and by signing below agree that I understand these rules and agree to abide by them.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature) Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print Name)

*$30.00 Rental Fee and $100.00 Deposit checks, both made payable to Harrington HOA, are to be mailed or delivered, along with this form, to William Douglas at 412 E. Butler Road, Mauldin, SC 29662. The rental isn’t considered reserved until payment and this required form are received at the William Douglas office at least 48 business hours in advance. Office hours for William Douglas are Monday through Thursday, 8:30 a.m. to 5:00 p.m. and Friday, 8:30 a.m. to noon.*

*Renting the Cabana or Amenity parking area gives you* ***4 hours*** *of use only. This will include the time it takes to setup for your event and to clean up after your event is over. The member requesting the rental MUST review and acknowledge acceptance of the rules either in person, by mail, or by e-mail to* [***mauldinoffice@wmdouglas.com***](mailto:mauldinoffice@wmdouglas.com)

***\*Any use of the Amenity areas for any type of event without an approved reservation will result in a non-reservation fee of $130.00 being billed back to the Homeowner’s account. All rentals are at your own risk.***

**Harrington Homeowners Association Rental Rules-2024**

* Rental fee of $30.00 gives you access to the Cabana or Amenity parking lot (in a designated area only) for up to 4 hours. (This includes your setup and cleanup)
* Pool members are not allowed to use the Cabana or Amenity parking lot area for events without making a reservation and paying the rental fee/deposit and completing the rental form. If you are found having an event without making a reservation and paying the rental fee/deposit, police will be called and you and your guests will be escorted from the property immediately. You will also be billed back a non-reservation fee of $130.00.
* All furniture must be left neat and clean after your event
* Spilled food must be swept up or hosed off after your event
* Pool deck chairs, lounge chairs and tables **MAY NOT** be dragged into the cabana area for your event
* During your Cabana rental, all other pool members must vacate the Cabana but will have access to the pool and pool deck
* The pool member renting the Cabana or Amenity parking area MUST review and acknowledge acceptance of the rules either in person, by mail or by e-mail to William Douglas at [**mauldinoffice@wmdouglas.com**](mailto:mauldinoffice@wmdouglas.com) (This email is for rentals only. All other concerns are to be sent to your Association Manager.)
* NOTE: There is no cleaning service for the events. You, as the renter, are responsible for cleaning any mess you make in the area you have rented and removing your trash from the premises. **Do not use the cabana/pool trash receptacles.**

**RENTING THE CABANA OR AMENITY PARKING AREA:**

* Must be reserved by calling William Douglas at (864) 284-6515 or emailing [**mauldinoffice@wmdouglas.com**](mailto:mauldinoffice@wmdouglas.com)
* Reservations will be honored on a 1st come, 1st serve basis. Reservations **are not complete until receipt of checks and form.**
* The rental fee is $30.00. There is an additional deposit charge of $100.00 to ensure the area is cleaned after each event. Reservations will NOT be confirmed until payment is received. You’ll need to pay using two (2) checks. The first check for $30.00 will be deposited immediately. The second check for $100.00 will be held until your event is complete. If the area rented is cleaned at the end of your event, the second check will be mailed back to you. If the area rented is not cleaned we will deposit the second check to cover the costs of cleaning up after your event. Cleaning includes making sure all trash is **removed from premises**, any decorations are all removed and any cake/juice/ice cream (sticky/messy/food items) need to be hosed or otherwise cleaned off of the floor and all surfaces.
* **No more than 20 guests are allowed at your event**.
* At least one adult (18 years or older) for every 3 children (10 years or younger) must be present to supervise children during your event.
* No Loud music that will disturb other neighbors or pool guests.
* No fireworks allowed at the pool area.
* No firearms allowed in the pool area.
* No alcohol and illegal drugs/substances allowed in the pool area.
* All trash must be bagged and removed from the property. Do not place your event trash in the pool receptacles.
* No furniture may be taken from the pool deck for use in the other areas. Picnic tables/furniture in the cabana are to remain in the cabana. If you need more tables or chairs you must bring your own.
* The cabana floor must be swept at the end of your event. Bring your own broom and dust pan as one will not be provided.
* All tables must be wiped down after your event.
* No grills are allowed in the cabana due to it being a fire hazard.
* Cabana or Amenity parking area may be rented for up to 4 hours Only (includes your setup and cleanup).
* All guests must leave the Cabana, pool, pool deck, and Amenity parking area once your event is over.
* Please be courteous of your neighbors who may have reserved the cabana or the Amenity parking area following your block of time by completing your event and cleaning up on time.
* If rented when the pool season is closed, the restrooms may not be available for use if they are closed for the season.
* There is no cleaning service and therefore you are responsible for cleaning after your event.

**RECOMMENDATIONS:**

* Helium balloons are not recommended. Any damage to any part of the Amenity parking area, or the Cabana, including the fans, or if balloons get into the pool and cause damage to the filters, then the damage resulting from the use of these type of balloons, or any decorations of any kind, will be at the cost of the member who rented the area.
* **No nails or tape may be used to hang decorations as this damages surfaces**. **No wall decorations of any kind are allowed. You will be responsible for any damages to the surfaces should you ignore this rule.**

**PAYMENT INFORMATION:**

* Rental fee check of ($30.00) and deposit check of ($100.00) **must be made payable to Harrington HOA** and mailed or delivered (you may use the drop slot in the door) to William Douglas at 412 E. Butler Road, Mauldin, SC 29662.
* Your reservation will NOT be confirmed until the William Douglas office receives your **two checks & the required form**.
* **Reservations must be made at least 48 business hours in advance**.
* Arrangements for last minute reservations may be available but are not guaranteed. Contact William Douglas if you find yourself in this situation and they’ll let you know if it can be accommodated.
* The member renting MUST review and acknowledge acceptance of the cabana rules in person, by mail or by e-mail to William Douglas at [**mauldinoffice@wmdouglas.com**](mailto:mauldinoffice@wmdouglas.com) and must be present at the event.