

LAKEFIELD FARMS TRUST

CLUBHOUSE RENTAL AGREEMENT & GUIDELINES

By signing this Clubhouse Rental Agreement, you are responsible & liable for the Lakefield Farms Clubhouse, located at 21 Great Hill Rd, Sandwich, MA and your guests. You may forfeit any and/or all of your security deposit & will be required to pay for any damages and/or cleaning fees by failing to adhere to this Rental Agreement & Usage Guidelines. In executing this Agreement, you agree to have the Lakefield Farms Clubhouse ready for the next day rental or otherwise be responsible for an additional cleaning fee of \$50. The basic Rental Fee is now \$100...and...**NEW AS OF MAY 2021: Each rental must pay a refundable security deposit of \$300 in a separate check.**

Homeowner

Date

Lakefield Farms Trustee

Date

Homeowner's Address

Requested Usage Date(s)

Primary Contact Phone Number

Email Address

Reminders:

1. Please keep a copy of this Agreement and following pages for your personal records.
2. After your event, sign & leave the attached checklist page of this Agreement on the kitchen bar for the Trustee's inspection. Please Note: If using a cleaner, this Agreement is with you and you are responsible for the cleanliness of the clubhouse.
3. To secure the date(s) requested, you must sign and return this Agreement with proper rental fee payment of \$100 per day. + the \$300 Security Deposit. **An event/function date is not secured until this Agreement & Rental Fee Payment (\$100) and Security Deposit (\$400) are received in TWO checks. We will rip up the Deposit check if there's no post-rental damage.**
4. Drop this completed Rental Agreement and your 2 checks in the black mailbox next to the front door at the clubhouse. Please use an envelope. You will be called within 72 hours, at the number listed above to confirm the reservation of your event/party date.
5. Your rental fee is fully refundable if cancellation of the event is done within 72 hours prior to the event. **If your event is on a holiday, then cancellation MUST be 30 days in advance for full refund.**
6. If the clubhouse is NOT cleaned properly, there will be an automatic cleaning fee of \$50.
7. Keys should be returned after your event and the clubhouse has been properly cleaned. Keys can be dropped in the mailbox by the front door after locking the door.