



Great Harbors Resident Association, Inc.
 P.O. Box 988, East Falmouth, Massachusetts 02536

FACILITY USAGE AGREEMENT

Responsible Member Name: _____

Great Harbors Address: _____

Phone: _____

Email: _____

Type of Function: _____

Event Date: _____ Number of Guests: _____

Time Beginning: _____ End: _____

Will you be utilizing a caterer / vendor at your function? NO YES

Vendor Name: _____

If you answered yes above, please complete the section below by provide the following with this signed form:

*Proof of Commercial General Liability, including bodily injury, wrongful death, property damage, products and completed operations, and contractual liability with a combined limit of liability limit no less than \$1,000,000.00 per occurrence with **Great Harbors Resident Association, Inc.** listed as additional insured.*

Facilities	User Fee	Amount
Clubhouse Usage– Summer (Memorial Day – September 15 th)	\$ 200.00 (up to 4 hours)	
Clubhouse Usage – Winter	\$ 150.00(up to 4 hours)	
Club House – Additional time	\$ 25.00 (up to 2 additional hours)	
Club House – up to 20 People (Non Profit - Hosted by a GHRA Resident)	\$35.00 (up to 3 hours) <i>(Security deposit \$100 this use only)</i>	
Pool Area – during pool hours (pool to remain open)	\$ 50.00 (per hour)	
Pool Area – After 7pm	\$ 100.00(per hour)	
Gas Grill	\$50.00 (includes 1 tank of fuel)	
TOTAL DUE		
Security Deposit	\$ 500.00 (separate check)	

1. The clubhouse may be reserved for a member's private function for a **maximum of 65 people**; any number to exceed this maximum requires prior approval from the Great Harbors Resident Association Board of Directors. Kitchen facilities are limited.
2. The clubhouse fee includes, but is not limited to, expenses related to staging, restaging, utilities, and sundries. A grill may be available (**additional fees apply**). Pool area may be available (**additional fees apply**). Payments listed, including a separate check for the security deposit, are required to accompany this request and each should be made out to "Great Harbors Resident Association".
3. **Glass is not allowed in the pool area, and food is prohibited within 3 feet of the pool.**
4. A member is defined as any owner in the Great Harbors Resident Association who is current with all membership fees and assessments.
5. Summer rates are events that operate between Memorial Day until September 15th, all other dates are requested at winter rates. Pool available day after annual meeting through the day before Labor Day
6. There shall be no charge to use the club house for any group which is sanctioned by the Great Harbor Board of Directors. (example, card clubs, mahjong, dominos, subcommittees of the GH BOD). The club house is not available on July 3rd and 4th.
7. If music is provided, the member must minimize the area impacted by sound. A Falmouth ordinance prohibits noise after 11:00 pm and prohibits noise extending more than 150 feet beyond the source. The premises must be vacated by 12:00 AM.
8. Any functions including persons under 21 years of age which includes alcohol must be chaperoned by adults with a ratio of 1 adult to every 10 persons under 21.
9. Members are responsible for their guests at all times. Members are to ensure that guests learn and follow club rules & regulations and are responsible for actions of their guests.
10. The clubhouse facility and grounds is non-smoking, including e-cigarettes.
11. The host member agrees to take all personal items with them, turn off electronics, lights and return all club items to proper storage. Temporary storage or leaving items behind in kitchen, pantry, refrigerator, storage locations is not permitted.
12. A \$ 30.00 charge will be assessed on all returned checks.
13. **The member requesting private usage of the facilities must be in attendance for the duration of the event and shall be responsible for all these provisions and any other posted Great Harbors policies, any Town of Falmouth requirements, leaving the premises clean, orderly and secure, and removal of all trash.** The Facilities Manager for Great Harbors shall inspect the condition of the premises before and after use and may assess the member additional fees (with board approval) to return the facilities to their pre-event condition. The member shall be responsible for these fees as

well as the cost of all repairs or for any damage to the premises caused by him or her, or those in attendance.

initials

I hereby recognize and agree to comply with the provisions outlined above and hold the Association harmless for any damage or any injury incurred from use of the facility. I understand that approval to use this facility is at the discretion of the Great Harbors Resident Association Board of Directors.

initials

I am a member of the Association in good standing. I understand that as per GHRA Bylaws, facility usage is intended for members and their guests. I also understand that scheduled Association activities will take precedence over any requested private use by a member.

Signed: _____ Date: _____

OFFICE USE ONLY

Approved: _____

Facility Request Received:

_____ Amount

_____ Date

Security Deposit Received:

_____ Amount

_____ Date