Riverwood Farm
Clubhouse Rules for Rentals

1. The Clubhouse is part of the Riverwood Farm Community, and is available exclusively to all homeowners and their guests.
2. The clubhouse must be booked at least 1 week in advance with the Clubhouse Committee. Reservations are only held upon receipt of a $150.00 security deposit, and a $75.00 rental fee.
3. The adult homeowner (21 years of age or older) reserving the Clubhouse, must be present at all times during the event. This adult is responsible for the conduct of guests present at the event. Events must end by 12:00 am.
4. The homeowner reserving the Clubhouse is responsible for noise control. All music off by 12:00 am. Please be considerate of homeowners using the pool, tennis courts and playground. Please remember the nearby residents during your event. In parking of vehicles, please do not block private driveways or mailboxes of homeowners. Keep vehicles off all grassy areas.
5. No wet swimwear is allowed in the clubhouse. A reservation at the clubhouse during pool hours does not close the pool to the community. Please respect other residents using the pool.
6. Residents who wish to have pool parties must contact the Riverwood Farm Pool Committee to get authorization for the date of the event. There must be one adult present on the pool deck for every four minors in the party. All guests shall adhere to the Riverwood Farm pool rules. The homeowner/ party's host is responsible for the behavior and conduct of their guests during pool use. Thank You!
7. **No tape or push pins of any kind will not be allowed on the walls, window casings, and or ceilings of the clubhouse during or before the rental of the clubhouse. If this rule is violated the full security deposit will not be returned.**
8. Only cans and non-breakable containers are permitted on the pool deck area.
9. No pets or animals are permitted inside the Clubhouse.
10. No alcoholic beverages may be sold during private functions without a liquor license. **Underage drinking of alcohol is forbidden.**
11. **No Smoking in the Clubhouse!** Smoking is only allowed outside in the designated areas. Please dispose of cigarette butts or trash properly. Thank You.
12. The homeowner reserving the Clubhouse is responsible for the cleaning of the clubhouse, as per the checklist. The coffeemaker if used should be cleaned after each use. The smooth top stove should be cleaned with non-abrasive/ soft scrub cleaners only. This list will also be posted in the Clubhouse. Cleaning should be done after each rental.
13. Cleaning supplies, paper products, and trash bags will be available for clean-up. These are located under kitchen sink and in storage area.
14. The Clubhouse will be inspected prior to and after your rental. Your security deposit will be returned to you if clubhouse is clean and no damage has occurred.
15. Any damage or incident to the clubhouse and/or surroundings will be cause for **no refund of security deposit**. Any incident will be handled by our Riverwood Farm Board of Directors, and our Property Management Co.

Thank You, Riverwood Farm Clubhouse Committee

Riverwood Farm Clubhouse Clean-UP Guide

Please remove all trash from clubhouse and bathrooms and replace with bag liners. Place all trash in the outdoor trash cans in rear of Clubhouse.

Wipe counters, tabletops, sinks and appliances with spray cleaner. Please clean coffeemaker after each use. Please clean smooth top stove/oven with non-abrasive/ soft-scrub cleaner that is provided. Thank you!

Kitchen floor should be swept and, or vacuumed and moped.

Furniture around fireplace can be moved but, please return back to original location.
If tables/chairs have been moved, please return to original placement.

Please vacuum hardwood floors and rugs. Should any spots or spills occur on hardwood floors, please use floor cleaner.

Please clean windows/door glass of fingerprints with glass cleaner.
Clean bathroom sinks and toilets. Please replace paper supplies if necessary in bathrooms. Thank You

Turn off all lights and fans. Return thermostat to original setting, either 60 on heat in the winter, or 80 on cool in summer. Lock all doors and windows and make sure key is returned to lockbox.

We thank you for your rental and hope your guests have enjoyed visiting our beautiful Riverwood Farm clubhouse. Thank You!

Clubhouse Committee Members
Jim VanValin 469-6151

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