

Rental Agreement for the Lakehouse at Southshore  
27151 E Lakeview Dr. Aurora, CO 80016  
720.870.2221 Southshore@denverymca.org  
**Southshore Resident**  
**(can book out 6 months in advance only)**

Today's Date: \_\_\_\_\_ Date of Function: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

# Guests: \_\_\_\_\_ Type of Function: \_\_\_\_\_

Total Rental Time Including complimentary 30 minutes prior and 30 minutes after conclusion of function (for Lakeview Room and Café only)

Start: \_\_\_\_\_ End: \_\_\_\_\_

(this time is inclusive of set up and cleanup)

Name : \_\_\_\_\_

Phone: Cell \_\_\_\_\_ Home \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

**Rates listed are per hour and are identified as Resident in Good Standing.**

\_\_\_\_\_ Hrs Lakeview Room  
**\$40/hr Resident**  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$500**  
Max amount of people 100

In addition to what is permanently in the room, we have available:

3- 72" Round tables, 2 - 96"x 30"banquette, 2 - 72"x 30" banquette, 60 - folding chairs

\*\*\*You may move the permanent furniture around in the room, but it must be put back to the original position\*\*\*

**Please indicate what is needed for your event: # \_\_\_\_\_ 72" Round\*, \_\_\_\_\_ 96x 30 banquette\*,  
# \_\_\_\_\_ 72"by 30 "banquette\*, # \_\_\_\_\_ chairs\***

Resident is responsible for moving these tables(\*) and chairs (\*) from the storage at the start of event and back down to storage after event

\_\_\_\_\_ Hrs Alcohol Fee  
**\$25/hour Resident**  
Total \$ \_\_\_\_\_

Additional fee if alcohol is being served  
(this covers the security guard we have to hire)  
**Hours serving alcohol \_\_\_\_\_ to \_\_\_\_\_**

\_\_\_\_\_ Hrs Library  
**\$15/hr Resident**  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$100**  
Max amount of people 12

\_\_\_\_\_ Hrs Café/Pub  
**\$25/hr Resident\*\***  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$250**  
Max amount of people 25  
**\*\*\$40 flat fee when booked with Lakeview Room**

\_\_\_\_\_ Pool Parties:  
\$15 per guard/hr  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$100**  
2 week advance notice required/ 1 guard for every 20 people  
Staff - Please make sure a Pool Rental filled out and put in Pool rental binder

**Continues on back**

Rental Agreement for the Lakehouse at Southshore  
27151 E Lakeview Dr. Aurora, CO 80016  
720.870.2221 Southshore@denverymca.org  
**Southshore Resident**  
**(can book out 6 months in advance only)**

\_\_\_\_\_ **Lawn**  
**\$15 per event Resident**  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$100**  
Lawn is only available for rent in concurrence  
with the Lakeview, Library, or Café.

\_\_\_\_\_ **Grill**  
**\$35 per use Resident**  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$100**  
includes \$25 cleaning fee

\_\_\_\_\_ **Firepit**  
**Free for residents**

**Refundable damage deposit \$25**  
Must be reserved if you plan on using

\_\_\_\_\_ **Amphitheatre**  
**\$15 per event Resident**  
Total \$ \_\_\_\_\_

**Refundable damage deposit \$100**  
Amphitheatre is only available for rent in  
concurrence with the Lakeview, Library, or Café

**Grand Total \$ \_\_\_\_\_**

**Alcohol? Yes or No (Circle one)**

Alcoholic beverages may be served as long as the renter abides by the following conditions:

1. No fee will be charged, either directly or indirectly, i.e. no cash bar.
2. No alcoholic beverages will be served to any person who is under the age of 21 or to any intoxicated person. YMCA staff reserves the right to request proof of age.
3. Renter acknowledges that the Lakehouse does not hold or maintain a liquor license and this permission to serve alcoholic beverages does not constitute a liquor license.
4. If any adult attending the event is abusing or misusing alcohol on the Lakehouse premises, the renter will take action to have such activities stopped and if necessary will notify the police to seek assistance.
5. The renter is solely responsible for any claim or liability that arises as a result of the serving of alcoholic beverages at Renter's event.
6. **Any event where alcohol is served will incur a fee of \$20/hr for security guard.**

\_\_\_\_\_ (initial)

**The Lakehouse is a non-smoking facility and is strictly enforced by the staff & security.** This includes inside and outside the facility, the parking lot, sidewalks, anywhere near the dumpster, front porch, back deck, pool area, lawn area & any other location that is associated with the Lakehouse. No exceptions allowed (includes ALL types of cigarettes, whether they be traditional, vapor, e-cigarettes, cigars, other smoking devices, etc.). Dumpster & trash bins on the Lakehouse property are only for trash, not for any type of above-referenced smoking implements/utensils. Any violations will result in a \$100 fine per offense

\_\_\_\_\_ (initial)

Rental Agreement for the Lakehouse at Southshore  
27151 E Lakeview Dr. Aurora, CO 80016  
720.870.2221 Southshore@denverymca.org  
**Southshore Resident**  
**(can book out 6 months in advance only)**

- \_\_\_\_\_  
(initial) The damage deposit is due at the time of contract signing in order to secure your date.
- \_\_\_\_\_  
(initial) If the Renter cancels within 14 days of the event, 50% the deposit will be withheld. If cancellation is less than 7 days prior to the event, deposit will be forfeited.
- \_\_\_\_\_  
(initial) Payment for your rental must be received no later than fourteen (14) days prior to rental. If payment is not received fourteen (14) days prior to the event your reservation will be cancelled.
- \_\_\_\_\_  
(initial) If the event runs longer than reserved, additional fees of TWICE the normal hourly rate will be collected.
- \_\_\_\_\_  
(initial) Damage deposit may be kept for any damages to the Lakehouse.
- \_\_\_\_\_  
(initial) A complete facility walk through (with the designated resident Renter) is required before event and upon completion of event. The Renter is responsible for paying full replacement cost or full repair cost of any damages occurred during rental.
- \_\_\_\_\_  
(initial) **Room set up: We do not set up, or clean up for the Renters. We allow 30 minutes before the function starts to set up, and 30 minutes after the function ends for clean up, at no additional charge. If additional time is needed for set up and/or clean up, it must be figured into the rental time.**
- \_\_\_\_\_  
(initial) Decorations may be hung with non-abrasive tape such as masking tape, but no scotch tape, tacks, pins, or nails may be used for decorations. Please no glitter or confetti.
- \_\_\_\_\_  
(initial) Only tape provided by the YMCA can be used. For every piece of tape found after your rental, \$5 will be taken out of your damage deposit.
- \_\_\_\_\_  
(initial) No balloons of any kind will be allowed
- \_\_\_\_\_  
(initial) No regular candles will be allowed, only flameless LED candles
- \_\_\_\_\_  
(initial) All rentals will be charged for the entire length of their event.
- \_\_\_\_\_  
(initial) The renter must be a minimum of twenty-one(21) years of age. The designated Renter on the contract **must** be in attendance during the entire time of the event. Failure to provide adequate adult supervision will be grounds for immediate termination of the event and participants will be asked to leave the facility.
- \_\_\_\_\_  
(initial) All Renters will be required to clean their rented facility after their event to receive the damage deposit back. A \$25 per/hr fee will be withheld if additional cleaning is required.
- \_\_\_\_\_  
(initial) Renter acknowledges that, except as specifically provided herein, Renter will not have exclusive use of the Premises or of the clubhouse and that other portions of the Premises and the clubhouse may be used by different individuals or entities. During the scheduled Renter's use, Renter will have use of the rented Premises, at the discretion of YMCA staff. Individuals may walk through the deck area during rentals for access to other portions of the facility.
- \_\_\_\_\_  
(initial) All rentals and clean up must be completed no later than midnight.
- \_\_\_\_\_  
(initial) All music must end by 10:00p.m on Sunday through Thursday and 11pm Friday and Saturday. No music is allowed to be played outside – all music must be confined to within the building. Music level must be at or under 50 decibels between 7pm to midnight and at or under 55 decibels between 7am to 7pm. Please remember this is a family neighborhood. Any inappropriate music will be asked to be turned off and Renter may be asked to vacate the premises if they do not comply. **ABSOLUTELY NO PROFANITY IN MUSIC IS ALLOWED**
- \_\_\_\_\_  
(initial) The use of the pool is strictly prohibited unless rental of the pool has been secured.
- \_\_\_\_\_  
(initial) A/V Equipment is available, but Southshore is not responsible for non-working equipment. Renter is responsible for inspecting the equipment prior to their event.
- \_\_\_\_\_  
(initial) All payments for the event must be made by the resident.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Rental Agreement for the Lakehouse at Southshore  
27151 E Lakeview Dr. Aurora, CO 80016  
720.870.2221 Southshore@denverymca.org  
**Southshore Resident**  
**(can book out 6 months in advance only)**

**The damage deposit in the form of a check, made payable to the YMCA, or a credit card (Visa, MasterCard or Discover) must be submitted with this form to secure a date and staffing. All deposit checks will be cashed and credit cards charged if there is any damage or if renter fails to uphold this contract. Renter will be notified of any damages by phone or email, prior to the cashing of check or charge to their credit card. If there is no damage recorded after the event, deposit checks will be shredded .**

Reservations are made on a first come first served basis. Community events on the calendar will take precedence. The YMCA and Master Association reserves the right to reject any rental request if it is determined that the rental:

1. Competes with any programs that are offered by the YMCA.
2. Disrupts or impairs the clubhouse normal operations.
3. Is inconsistent with the image, reputation, purpose or function of the clubhouse.
4. Any other reason as determined by the Board of Directors of the Master Association, Inc. In the event a rental request is rejected the Master Association and the YMCA shall have no liability, whether direct, indirect or consequential, to the member or any other person for damage or other remedy, except for a refund of the rental fee and deposit on the condition and in accordance with the terms of this paragraph.
5. Southshore Master Association, Inc. reserves the right to modify or terminate any Facility Rental Agreement and room reservation schedule to accommodate program changes or other unforeseen circumstances.
6. When a room reservation must be changed or cancelled, Southshore Master Association, Inc. staff will notify the member as soon as possible. If the member and Southshore Master Association, Inc. cannot agree upon a mutually agreeable alternative date and time for the room rental, the Facility Agreement shall be deemed terminated and the Renter will receive a full refund.
7. This Agreement is not transferable. Violation of this provision of any Agreement or any Master Association, Inc. rule or procedure, or regulation, will result in the immediate termination of this Agreement and planned event.

**Liability:** The YMCA of Metropolitan Denver or the Southshore Master Association will not assume responsibility for any injury while participating in any rental event. Nor will the YMCA of Metropolitan Denver or the Southshore Master Association will be liable for lost or stolen items while guests or program participants are using the facilities on the rental premises. I give permission for the YMCA and the Southshore Master Association, without obligation to me to use any photographs, film footage, and/or tape recordings, which may include images of my event for the purpose of promoting Events. I, the undersigned, for myself, my heirs, and assigns, do hereby release the YMCA of Metropolitan Denver and the Southshore Master Association, its branches, employees and agents from any claims for injury, death, and/or loss or damage I may suffer as a result of my rental.

I, \_\_\_\_\_ affirm I have read and will abide by the rules outlined in the Southshore facility guide.

\_\_\_\_\_  
Signature Date

Please contact the Lakehouse if you have any questions : 720- 870-2221 or southshore@denverymca.org

We do not rent the Lakehouse on these Holidays: Easter, Thanksgiving, Christmas Eve, Christmas Day, New Year's Day. We do not rent the pool on Memorial Day, 4<sup>th</sup> of July, Labor Day.

Rental Agreement for the Lakehouse at Southshore  
27151 E Lakeview Dr. Aurora, CO 80016  
720.870.2221 Southshore@denverymca.org  
**Southshore Resident**  
**(can book out 6 months in advance only)**

**FOR OFFICE USE ONLY**

Contract Received By \_\_\_\_\_ Date \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ DATE COLLECTED \_\_\_\_\_ CK # \_\_\_\_\_

CC# IN DAXKO Y N

NAME ON CARD \_\_\_\_\_ VISA MC DISCOVER

CC # \_\_\_\_\_ EXP \_\_\_\_ / \_\_\_\_ CVV \_\_\_\_\_

ADDRESS FOR CARD: \_\_\_\_\_ ZIP: \_\_\_\_\_

TO USE CARD FOR PAYMENT ALSO Y N



**Additional Fees (To include extended hours, additional cleaning, damage, additional area use, smoking violation, etc.)**

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

**Special Requests/Event Notes**

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