

LINDY'S LAKE ASSOCIATION MANOR HOUSE HALL RENTAL AGREEMENT

Updated March 2024 - Member in Good Standing

I, _____, residing at _____,
am entering this agreement to rent The Manor House, located at 270 Maple Road, West Milford, NJ 07480,
from the Lindy's Lake Association, for a private function on _____.

I agree to pay the non-refundable rental fee of **\$245.00** (\$35.00/hour, minimum 7 hours).

I understand that I am responsible for the condition of The Manor House and any property surrounding the premises and can be held liable for any damages caused by any person(s) attending my function.

I further understand that I shall be held responsible for any mishaps or injuries suffered by myself, or anyone attending said function, resulting from abusive or improper conduct.

If I chose to serve alcohol, I take full responsibility for myself and anyone attending the function, as I understand that the Lindy's Lake Association, Board of Governors, and all members of the Lindy's Lake Community are not responsible for the actions occurring due to any consumption of alcoholic beverages at my private function.

I have given a **\$300.00** deposit, which will be returned to me following inspection of The Manor House by a member of the Board of Directors, and it is found that there is no damages caused to the location, the bathrooms and any areas used by those attending my function are swept clean, and all garbage has been removed from premises, and well as any tables and chairs used be returned to their proper storage places.

Printed name of resident

Signature and Date

Printed name of Board Member

Signature and Date

Payment collection and date

After function inspection completed by, condition, and date deposit returned or reason not

LINDY'S LAKE ASSOCIATION MANOR HOUSE HALL RENTAL - CHECKLIST -

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- Complete the Hall Rental Agreement sheet.
- Pre check the cleanliness of the Manor House before use. Take pictures of areas not cleaned.
- Bring CLEANING SUPPLIES which includes, but not limited to, surface cleaner, floor cleaner, paper towels, and garbage bags.**
- WiFi Network Name: MyOptimum33980f. Password: _____
- Observe the maximum capacity signs.
- The Manor House has a water filtration system, but not a water softening system. We highly recommend you bring bottled water for drinking, making coffee, etc..
- HELIUM BALLOONS are not allowed inside the main hall area.**
- Both levels of the hall need to be cleaned, which includes the following:
 - Main Hall
 - Kitchen
 - Bathrooms
 - Porch
 - Downstairs, including the Bar area
- All floors, including the porch, need to be swept and mopped.
- All tables and chairs must be folded and put back on the porch.
- Remove all food and beverages from refrigerator and freezer.
- All GARBAGE must be is taken off premises by the person renting the hall.**
- Turn off all lights.
- Turn off the air conditioner.
- Set the thermostat heat to 50 degrees (if heat is used).
- Lock the doors.