

# LINDY'S LAKE ASSOCIATION MANOR HOUSE HALL RENTAL AGREEMENT

Updated March 2026 - Members in Good Standing ONLY

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I, \_\_\_\_\_ (known hereon as "RENTER"), a member in good standing of Lindy's Lake Association, residing at \_\_\_\_\_, am entering this agreement to rent Lindy's Lake Association's Manor House, located at 270 Maple Road, West Milford, NJ 07480, from the Lindy's Lake Association, for a private function on \_\_\_\_\_ between the times of \_\_\_\_\_ and \_\_\_\_\_.

I, the **RENTER**, agree to pay a non-refundable one time rental fee of **\$300.00**, via check, made out to Lindy's Lake Association. Please make sure the rental date and renters name and address appear on the check.

I, the **RENTER**, also agree to provide a refundable deposit of **\$500.00**, via a secondary check, made out to Lindy's Lake Association. Please make sure the rental date and renters name and address appear on the check. This deposit will be returned to the **RENTER** (or voided) following inspection of the Manor House by a member of the Board of Directors, and that it is found to have no damages caused to any part of the location.

I, the **RENTER**, by signing below, acknowledge that I have read the following pages and agree to the terms and conditions: **MANOR HOUSE RENTAL RULES & REGULATIONS**, **MANOR HOUSE HALL RENTAL CHECKLIST**, and **PERMITTED PARKING FOR MANOR HOUSE EVENTS**.

\_\_\_\_\_  
Printed name of RENTER

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

\_\_\_\_\_  
Printed name of Board Member

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

\_\_\_\_\_  
Payment collection and date

\_\_\_\_\_  
Once the inspection is completed, the deposit will be returned **-OR-** a reason will be given why it is not returned.

# MANOR HOUSE RENTAL RULES & REGULATIONS

1. The “**RENTER**” is hereby defined as a “member in good standing” of the Lindy’s Lake Association, the person making this reservation, and the responsible party in this agreement. This person must remain at the party the entire time and be available via phone.
2. The **MANOR HOUSE** is available for reservation by Lindy’s Lake Association “members in good standing” Monday – Friday evening between the hours of 6PM and 11PM, and Saturday and Sunday between the hours of 12PM and 10PM. Reservations must be made at least 10 days in advance of the event. Reservations will not be accepted more than three months in advance of the event. Reservations are on a “first come, first served” basis. Reservations will not be accepted from **RENTERS** that are **NOT** “members in good standing”.
3. The Manor House rental includes a maximum of 80 guests, by law. This includes adults and children. The **RENTER** is responsible for not exceeding this number. If at any time during the event this number is exceeded the security deposit will not be refunded.
4. Reservations only include the Manor House upper level hall area, the playground area adjacent, and permitted parking area. The lower level is off limits unless requested prior.
5. After each use of the Manor House, the **RENTER** is required to leave the space in the same condition as before the event. This includes, but is not limited to, cleaning all tables and folding chairs, and returning them to their respective racks on the patio area. All garbage (kitchen area, all bathrooms, hall and patio, and any debris left by the main entrance, parking area and playground - this includes food waste, recycling waste, and any other waste materials) must be physically removed from the building area to be considered disposed of properly. This includes removing the bags from trash receptacles in the area.
6. The **RENTER** is responsible for all alcohol consumption of all guests and for compliance with alcoholic beverage laws and regulations. The **RENTER** expressly assumes all social host liability which may arise out of or relate to the use or occupancy of the Manor House.
7. The **RENTER** is responsible for the conduct of all guests. The **RENTER** expressly assumes liability for all damage to any portion of the Manor House facility, its fixtures and furniture, or to the related common areas, which arises out of or relates to the use or occupancy of the Manor House.
8. The **RENTER** expressly agrees to release, indemnify and hold harmless the Lindy’s Lake Association and their respective officers, directors, agents, employees, independent contractors, and volunteers (the “Released Parties”) from any and all harm, damages, claims, fines, suits, demands, actions, or other liability, including without limitation personal injury, death or property loss of any person, and including costs and expenses of any kind or nature whatsoever including without limitation attorneys fees, which arises out of, relates to or results from the use or occupancy of the Manor House and related common areas.
9. The **RENTER** shall comply with all stated and customary terms, State and Federal laws, Town ordinances, posted safety signs, rules, and verbal instructions as conditions for utilizing the Manor House. If the host observes any hazardous activity during their event, they must bring it to the attention of the LLA or an appropriate official immediately.
10. The **RENTER** understands that there are inherent risks associated with the use of the Manor House, parties, and/or use of the common areas, and knowingly and freely assumes all such risks, both known and unknown, including those that may arise out of the negligence of other participants. The **RENTER** and the participants, and their respective heirs, assigns, administrators, personal representatives, and next of kin, hereby release and hold harmless, Lindy’s Lake Association, their affiliates, officers, members, agents, employees, and sponsoring agencies from and against all claims, injuries, liabilities or damages arising out of or related to use of the Manor House.
11. **PARKING** for the event is only permitted in the area indicated on the **PERMITTED PARKING** map included. Anyone parked in an area other than noted will be subjected to towing at the owner's cost.
12. No pets are allowed in the Manor House.
13. If amplified or live music is to be provided, please make certain it cannot be heard outside of the Manor House.
14. No additional features may be erected inside or outside the Manor House.
15. The Lindy’s Lake Association is not responsible for any personal property that is lost, damaged, stolen or destroyed during your event.

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

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- Complete the Hall Rental Agreement sheet.
- A keypad code will be provided to access the building upon acceptance of the agreement.
- Pre check the cleanliness of the Manor House before use. Take pictures of areas not cleaned.
- CLEANING SUPPLIES** are not provided. It is important you bring your own, including (but not limited to) garbage bags, surface/floor cleaner, and paper towels.
- WIFI NETWORK** Name: MyOptimum33980f. Password by request.
- PARKING** is ONLY permitted on the grounds of the Manor House, and should not block the rental house opposite the entrance. Anyone double parking on Lakeview Avenue or Spinnler Drive, or parked on another homeowner's private property, may be subject to towing at the car owner's expense.
- MAXIMUM CAPACITY** of 85 must be observed.
- WATER:** The Manor House has a filtration system, but not a water softening system. We highly recommend you bring bottled water for drinking, making coffee, etc..
- TAPE, TACKS, STAPLES, NAILS,** or similar items are not to be used on any surfaces in the main hall. Damage to any surface may cause you to default on your deposit.
- HELIUM BALLOONS** are NOT allowed inside the main hall area.
- Both levels of the building need to be cleaned after your event, which includes the following:
  - Main Hall     Kitchen     Bathrooms (two in the main hall and one downstairs)
  - Porch         Downstairs, including the Bar area
- All FLOORS** (including the porch) must be **SWEPT** and/or **MOPPED** (where needed).
- All TABLES & CHAIRS** must be wiped down, cleaned, folded and put back on the porch.
- REFRIGERATOR:** Remove all food and beverages from refrigerator &/or freezer.
- All GARBAGE & RECYCLING** must be is taken off premises by the person renting the hall.
- All LIGHTS** must be turned off prior to exiting.
- LOCK THE MAIN DOOR:** When leaving, close the front door firmly, and press the lock symbol on the keypad, which will cause the deadbolt to slide closed.

# PERMITTED PARKING FOR MANOR HOUSE EVENTS

