

DHARA COMMUNITY HOUSE RENTAL AGREEMENT

Dominion Hills Area Recreation Association ■ 6000 Wilson Blvd. ■ Arlington, Virginia 22205 • www.dominionhills.org

Member Non-Member

Name _____ Group _____

Mailing Address _____

City _____ State _____ Zip code _____

Telephone Number _____ DHARA Membership # _____

I/We apply for approval to rent the DHARA Community House on (date): _____

From _____ AM/PM to _____ AM/PM.

I/We agree to pay a rental contribution of \$ _____

and a Security Deposit of \$ _____ and a Failure-to-Clean fee of \$ _____

I would prefer confirmation of my reservation via: (check one) E-mail Voicemail _____

E-MAIL ADDRESS/PHONE#

RESERVATIONS & PAYMENT (This item must be initialed by the Renter)

Initialed by _____

To schedule a Community House reservation, contact the Resident Manager, John Aldonas, at manager@dominionhills.org. Upon confirmation of your reservation by the Resident Manager:

1. Complete the DHARA Community House Rental Agreement.
2. Fill out three (3) checks, each payable to DHARA, one for the Rental Contribution, one for the Security Deposit and one for the Failure-to-Clean fee.
3. Mail the completed agreement and the three checks via USPS to:
DHARA, 6000 Wilson Boulevard, Arlington, VA 22205. All payments must be received by DHARA no later than ten (10) business days after the date your reservation is confirmed. _____

PRICES (effective 8-1-2013)

Members (Personal Party, member must be present)

■ Up to 25 people, no outside vendor:	\$80 + \$150 Security Deposit + \$50 Failure-to-Clean fee
■ Up to 50 people:	\$150 + \$200 Security Deposit + \$75 Failure-to-Clean fee
■ 51 to 80 people:	\$250 + \$300 Security Deposit + \$100 Failure-to-Clean fee
■ Weddings and Receptions:	\$350 + \$350 Security Deposit + \$100 Failure-to-Clean fee
■ Additional vendor contacts	\$50 each
■ Additional Hours:	\$50 each

Non-members:

■ Up to 50 people:	\$500 + \$500 Security Deposit + \$200 Failure-to-Clean fee
■ 51 to 80 people:	\$700 + \$700 Security Deposit + \$200 Failure-to-Clean fee
■ Weddings and Receptions (Includes 2 vendor contacts):	\$700 + 700 deposit + \$200 Failure-to-Clean fee
■ Additional vendor contacts:	\$50 each
■ Additional Hours:	\$100 each

I/We have received and read the "COMMUNITY HOUSE RULES", and agree to abide by all of the established rules and regulations. I/We understand that failure to end my rental at the agreed time specified above will be charged an additional per hour rate. Failure to clean and store equipment properly will cause a forfeiture of the security deposit. DHARA will return my security deposit, less expenses and additional cost, within thirty (30) days of my rental.

DHARA Manager _____	Renter's Signature _____	Date _____	
Deposit Received \$ _____	\$ _____	\$ _____	Total Contribution \$ _____
Rental Contribution	Security Deposit	Failure-to-Clean Fee	Date _____

Dominion Hills Area Recreation Association, Inc.

6000 Wilson Blvd. ■ Arlington, Virginia 22205 ■ www.dominionhills.org

To provide for the proper maintenance and upkeep of the DHARA Community House, the following regulations have been established governing its use and the contributions to be made to defray expenses thereof effective August 1st, 2013.

CONTRIBUTIONS FOR USE

Contributions allow a four (4) hour period of usage for the planned activity. In addition to the four (4) hour activity block a total of two (2) hours will be permitted for set up and clean up.

An additional contribution of \$75 per hour will be applied for each hour after the basic four-hour period of usage. The Community House must be vacated by 12 midnight. The renter must leave the Community House in a clean and undamaged condition.

Please Note: The rental contributions are for the use of the Community House **ONLY, and DO NOT** include use of the grounds (front lawn, pool, etc.) by the adults or the children attending the function. For more information, contact John Aldonas, the DHARA Resident Manager at Manager@dominionhills.org.

COMMUNITY HOUSE RULES (All items must be initialed by the Renter)

Initialed by

1. The renter assumes responsibility for all damages. _____
2. The Community House and all facilities used must be left in a clean and orderly condition. All chairs and tables must be clean and returned to the proper storage area. All trash, including food stored in the refrigerator and freezer, must be removed from the premises and placed in the dumpster. **Failure to follow this rule will cause forfeiture of the Failure-to-Clean- fee and may include the maintenance deposit.** _____
3. The Community House must be vacated by 12 midnight. The party must finish by 11pm, leaving one hour for cleanup. This means music off, guests gone. _____
4. The capacity of the Community House is limited to 80 people **AT ALL TIMES.** _____
5. Any live music or a DJ must have prior approval from the Resident Manager, and reasonable volume adhered to. _____
6. The piano is not to be moved except by Resident Manager. _____
7. Tacks, nails, tape, staples, and other defacing materials must not be used. In addition, nothing may be hung from light fixtures or fans. _____
8. Alcoholic beverages are prohibited on Dominion Hills grounds, outside the Community House, at all times. _____
9. The use of the fireplace, candles, or any open flame is prohibited.
No Smoking in the Community House. _____
10. DHARA does not assume responsibility for equipment or other personal items lost or left in the Community House. _____
11. Non-members may not use the Community House for income producing purposes. _____
12. Time components may not be divided into smaller increments to reduce the hourly rate. _____
13. If you spill it, please wipe it up. _____
14. There will be a checklist to complete before leaving the community house. This will include sweeping, taking all trash out, turning all lights off — including those in the bath house, and wiping counters, tables and chairs, and anything else that may have had a spill or become sticky during the rental time. _____

Your Failure-to-Clean fee and/or Security Deposit check will be returned or destroyed immediately after the Resident Manager inspects the Community House and finds it to be in a clean and undamaged condition.