

  
**THE WATERING HOLE**  
WHERE NEIGHBORS GATHER

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25281 Empty Saddle Drive – Laguna Hills, CA 92653

## **THE HIDEOUT RENTAL POLICY**

In order to ensure the safety and success of your event, we would like to stress the importance of the following policy. Please read it carefully as you will be held responsible for implementation of all items. Failure to follow these policies may result in additional fees.

1. The reservation and use of the facilities is restricted to Nellie Gail Ranch Owners Association homeowners, Swim and Tennis Center members, and Equestrian Center members (hereinafter known as “Club Members”).
2. Reservations may be made to secure The Hideout for a specific date and time. The rental fees are subject to duration of use with a minimum food and beverage service negotiated with The Watering Hole concessionaire. **No outside food or alcohol is permitted.** Certain outside food items may be negotiated with the concessionaire.
3. Club Members who wish to reserve the facility must complete and sign the rental application and pay all fees.
4. The facility may be reserved no more than six (6) months in advance and no less than one (1) week notice.
5. The responsible Club Member(s) must be present at all times.
6. Seating occupancy for service to be determined by concessionaire. Max occupancy is 40.
7. Smoking anywhere on the premises is prohibited.
8. The reservation of The Hideout facility does not include use of the tennis courts, pool, spa, or the water play area by attendees of the event.
9. The Club Member(s) is/are responsible for assuring their guests abide by all rules.
10. The facility may not be used for games of chance or gambling requiring the exchange of money.
11. Open flames are not permitted at any time.
12. Decorations may not be adhered to the walls with tape (other than painter’s tape) or anything that punctures the drywall, framing, cabinets, furniture, or beams.
13. Tables and chairs cannot block exit doors.
14. The responsible Club Member(s) shall arrange for all equipment deliveries and pickups on the day of the event within the rental time. If additional time is needed, such as next day pick up of rental equipment, prior arrangements must be made with the concessionaire two weeks prior to the event.

## THE WATERING HOLE – THE HIDEOUT RENTAL POLICY

Page 2

15. The premises, including restrooms and outdoor area (if used), must be left in the same condition as before the event.
  16. Music is permitted during the event; however, it must be contained inside the room and must end or be turned off by 10pm.
  17. The Watering Hole and NGROA are not responsible for items left, lost or stolen before, during or after the event.
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### **FEES:**

1. Rental requires a **\$250** minimum food and drink purchase (non-refundable) for use of the facility up to 3 hours and an additional **\$50/hour** over 3 hours.
  2. Deposit fee (refundable) - **\$500**
  3. Attendant fee (after operation hours) - **\$20/hour**
  4. Audio Visual use fee - **\$25**
  5. Additional fees: all associated costs over surrendered deposit amounts for unspecified damages to the facility and/or its contents
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Fees are required at time of booking. Separate checks must be written for fees and deposit. No refunds will be issued for cancellations within 48 hours of the rental date.

The deposit will be returned, provided all policies have been adhered to. Fees may be assessed if policies and guidelines are violated and will be deducted from the deposit. If damages exceed the amount of the deposit, payment is due immediately.

## RESERVATION FORM AND AGREEMENT

### Resident Contact Information

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Event Information

Date: \_\_\_\_\_  Mon  Tue  Wed  Thu  Fri  Sat  Sun

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

Number of expected guests to attend: \_\_\_\_\_ (Note: Max occupancy is \_\_\_\_\_)

<b>Minimum Rental Fees:</b>	Up to 3 hours use	\$ 250.00
<b>Rental Fee over 3 hours</b>	___ hours x \$50/hour	\$
<b>Attendant Fees:</b>	___ hours x \$20/hour	\$
<b>Audio Visual Fee:</b>	\$25 flat rate	\$
<b>Deposit:</b>	Refundable per policy adherence	\$ 500.00
	<b>TOTAL FEES:</b>	\$

Initial \_\_\_\_\_

### **\*\*Office Use Only\*\***

Membership ID# \_\_\_\_\_

NGROA Staff Name: \_\_\_\_\_

## LIABILITY WAIVER FOR EVENT PARTICIPANTS

The undersigned understands and acknowledges that the Nellie Gail Ranch Clubhouse and The Hideout are operating under the authority of Nellie Gail Ranch Owners Association. I/we hereby waive, release, and discharge Nellie Gail Ranch Owners Association (“Association”) referred to as “NGROA”, their directors, officers, employees, and agents for any damage to or loss of any property, or injury to or death of any person or persons, resulting from or arising in connection with the use of the NGROA facilities.

I/We agree to assume all responsibility and risk derived from the use of the premises and facilities pursuant to such use permit, including, but not limited to, the use by the undersigned and the undersigned’s family and guests. I/we agree to indemnify, defend, and hold NGROA, its directors, officers, and agents harmless from and against any and all claims, demands, or liabilities for any damage, loss, injury, or death, and any and all costs and expenses incurred by NGROA in connection with the use of NGROA’s facilities by the undersigned and the undersigned’s family and guests (including, but not limited to, reasonable attorneys’ fees and court costs).

I/we agree to pay NGROA in full and promptly upon demand for any and all loss of and damage to NGROA property caused by or arising out of the use of NGROA’s facilities by the undersigned and the undersigned’s family and guests. I/we agree that the rental fee is non-refundable, unless written notice of cancellation is made at least seventy-two (72) hours prior to the event date. A refundable deposit is due at least seven (7) days prior to the event date. The deposit will be refunded within thirty (30) days after the event date, less any costs incurred by NGROA, including, but not limited to, clean-up costs and damage reimbursement. I/we will be responsible to reimburse Nellie Gail Ranch Owners Association for any costs incurred by NGROA in excess of the deposit amount, including costs for repairs or damage, or costs to conduct clean-up. Violation of any of the Rules of Nellie Gail Ranch may result in the loss of a portion or all of the deposit.

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

Signature: \_\_\_\_\_

Today’s Date: \_\_\_\_\_