



Montauk Shores

CONDOMINIUM

100 DeForest Road, Montauk, New York 11954

631-668-9393 • Fax: 631-668-9384

e-mail: MontaukShores@optonline.net

Montauk's Best Kept Secret



CLUBHOUSE RENTAL APPLICATION

The use of the Clubhouse and its facilities is limited to residents and guests who accompany them. The use of the second floor lounge and bar area is not included in any rental.

Everyone using the Clubhouse will be required to sign his or her name in the Guest Log. Only those residents in good standing who are the legal owners or leaseholder of record are permitted to use the Clubhouse. Tenants of an owner or lessee are not permitted to rent the Clubhouse and cannot use the Clubhouse unless accompanied by an owner or lease holder of record. It is the policy of Montauk Shores not to rent the Clubhouse for private parties between Memorial Day and Labor Day. However, the Clubhouse is available at most other times throughout the year to be rented for private parties and other special occasions.

The fee for renting the Clubhouse is FIFTY (\$50.00) DOLLARS, which is for the use of the downstairs recreation area only. The upstairs lounge area cannot be rented for a private function. In addition, a refundable security deposit in the amount of THREE HUNDRED (\$300.00) DOLLARS must accompany the rental fee, together with the completed Clubhouse Rental Application, and be delivered to Montauk Shores Condominium at least FOURTEEN (14) DAYS prior to the proposed rental date of the Clubhouse. Please make all checks payable to Montauk Shores Condominium. You will be responsible for the cleanup after the party and the security deposit will be returned to you provided the Clubhouse is left in the same condition as it was found. Depending on the size and type of event, Montauk Shores may require an employee to be present during the rental period who will be available to assist with any questions you may have. However, the employee will not be responsible to perform any tasks for you.

The Clubhouse, being for private and exclusive use of our residents and their guests, is not a licensed premise for the sale of alcoholic beverages. Providing doing so does not violate the laws governing dispensing of alcoholic beverages you are permitted to serve your guests alcoholic beverages. The information regarding the providing of alcoholic beverages will be required as part of your application for the rental.

PLEASE COMPLETE THE FOLLOWING:

Name: _____

Address: _____

Site #: _____

Telephone #: _____

Event Date: _____

Event Time: From: _____ To: _____

The above time is the actual time of the event. Please indicate below what time you would like the Clubhouse to be open for set up before and clean up after the event.

Set up from _____ to _____.

Clean up from _____ to _____.

Please describe the purpose of the occasion or event and how many people will be attending. (Specify adults and children).

If you will be serving food and or alcohol, please provide details. If you will be using a caterer and or having entertainment (DJ, band, etc.), please provide their names, addresses and telephone numbers (caterer and provider of the entertainment must provide Montauk Shores Condominium with proof of insurance if deemed necessary by our attorney or insurance carrier).

It is strongly recommended that you submit this completed application together with your check to Montauk Shores Condominium well in advance of the required FOURTEEN (14) DAYS prior to your anticipated rental date to allow ample time for your application to be reviewed and or approved and in the event your application is not approved, you will have sufficient time to make alternative plans. By entering into this Clubhouse Rental Agreement with Montauk Shores Condominium, you agree to hold harmless Montauk Shores Condominium and their employees for any damages caused by your use of the Clubhouse.

Print Name

Signature

Date

-----Below This Line - Montauk Shores Condominium Use Only-----

The Clubhouse Rental Agreement has been approved contingent upon the following:

The Clubhouse Rental Agreement has not been approved due to the following:

Matthew Yudelson
Facilities Manager
Montauk Shores Condominium

Date