



Eldon Country Club Clubhouse Rental Rules & Regulations (Effective 2015)

1. Available dates may be reserved by forwarding a check for the amount listed below for your event and a refundable check of \$250 for the cleaning deposit to Eldon Country Club, Attn: Pro Shop, 35 Golf Course Road, Eldon, Missouri 65026. All appropriate rental fees, cleaning deposits and this agreement must be received prior to the Clubhouse rental confirmation
2. Rental of clubhouse applies only to the rental of the Clubhouse main floor, kitchen, Banquet Hall, Duffer's Den and patio seating area. This does not include use of the Golf Course, Pro Shop, Men's Locker Room or Swimming Pool.
3. The renter reserving the clubhouse shall be responsible for the conduct of their guests at all times and are responsible for any and all damages, which may incur. All guests attending the function shall conduct themselves in an appropriate manner. The renters shall also provide their own paper ware, plastic ware, linens, dishcloths, etc.
4. Cleanup of the clubhouse will be in accordance with the Buildings Committee. Trash and garbage from the clubhouse and surrounding areas must be removed and placed in the trash container in the parking lot. Also, nothing is to be affixed or attached to the walls using tape, thumbtacks or nails. Sticky tack is the only substance to be used hanging or affixing decorations to the walls.
5. Clubhouse rental is limited to the date of rental only. No guarantee is made as to the readiness or availability of the clubhouse for the day before the rental for decorating, setup or other purposes. The Club is responsible to insure the clubhouse is in appropriate order prior to the clubhouse rental by at least **10:00 am** the day of rental. If the renter needs to use the clubhouse prior to the date rented, a full and separate clubhouse rental will be assessed.
6. Please refer to the check sheet of cleaning responsibilities attached to the contract. Each cleaning task must be completed in full to receive the full amount of the cleaning deposit back.
7. ***Rental Fees are as follows:***
 - a. ***Wedding/Receptions - \$250 (All Day)***
 - b. ***Birthday Parties/Showers - \$100 (Limited to 3 hours)***
 - c. ***Cleaning deposit of \$250 regardless of event***

Lake of the Ozarks, Eldon, Missouri 65026 (573) 392-4172, Fax: (573) 392-1281
Send Correspondence to: 35 Golf Course Road, Eldon, Missouri 65026
E-mail: info@eldongolfclub.com Web: www.eldongolfclub.com

Clubhouse Cleanup Check List

1. All floors must be swept, mopped and/or vacuumed.
2. All trash from the building is to be removed (bathrooms, kitchen, duffer's den, dining area) and taken to the dumpster located at the bottom of the parking lot and clean trash bags are replaced in all areas.
3. All counter tops need to be wiped down and sanitized.
4. All table and chairs must be put back in their proper places and **NO CHAIRS AGAINST THE WINDOW TREATMENTS.**
5. All chairs in the duffer's den must be put up on the tables and/or bar counter top.
6. ***For Weddings/Receptions, clubhouse must be cleaned by 8:00 am the following day.***
7. ***For Birthday Parties/Showers, clubhouse must be cleaned the day of the event.***

You **MUST** bring your own supplies (table cloths, kitchen ware, silverware, dishes, cups, cooking utensils, rags, towels, etc.) and cleaning supplies.

The undersigned hereby acknowledges to abide by the rules and regulations for clubhouse rental as set forth in this agreement for the _____ day of _____, 20____, from _____ to _____ time.

Renter Name _____ Fee: _____
Address _____ Date Approved: _____
City _____, State _____ Zip _____
Phone (_____) _____ Member _____ Member-Sponsored _____

Renter's Signature: _____ Date: _____ Contact Phone # _____
Approved by: _____

For office use only:

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