



# Clubhouse Rental Application

## Cedar Lake Community Club (CLCC)

www.cedarlakeecc.com

Rental Date \_\_\_\_\_ CLCC Member name \_\_\_\_\_

Contact Phone \_\_\_\_\_ Contact e-mail \_\_\_\_\_

Function \_\_\_\_\_ Approx. # of Guests \_\_\_\_\_

I will require the use of the stove/oven? (circle) YES NO

Will alcohol be served? (circle) YES NO If yes, would you like:

- \_\_\_\_\_ Bartender with cash bar (please also complete Bar Services Request)
- \_\_\_\_\_ Bartender with open bar (please also complete Bar Services Request)
- \_\_\_\_\_ I will supply my own alcohol

### **PRICING**

#### **Main Clubhouse**

Monday through Thursday: \$150

Friday \$250 (*NOTE: the downstairs bar will remain open during this rental*)

Friday (if available): \$100 pre-set up for Saturday rentals

Saturday: \$400

Sunday: \$250

Wedding Package (entire weekend including Friday night set up): \$700

#### **Downstairs bar**

Sunday through Thursday: \$75

Friday/Saturday: \$100

**TO RESERVE A DATE.** Please contact Rental Chairperson (Lynn Eggert) ([rentals@cedarlakeecc.com](mailto:rentals@cedarlakeecc.com)) / (862) 432-5737 for availability. Saturday rentals require a \$200 deposit in order to reserve a date, all other days require payment in full to reserve a date. All rentals require a \$100 refundable deposit payable prior to receiving access to the clubhouse for your event

**PAYMENT.** Please make checks payable to **CLCC Mail or drop off to**

Lynn Eggert, 95 Cedar Lake East, Denville, NJ 07834.

Payment can also be made via Zelle to [treasurer@cedarlakeecc.com](mailto:treasurer@cedarlakeecc.com)

By signing this Rental Application, I acknowledge and agree that I have read the **Rental Agreement Terms** and will follow all rules and regulations. If Bar Services are requested, I have also attached a completed Bar Services Request.

The renter should retain all pages other than this application and, if applicable, the Bar Services Request.

Rental Option (circle) Main Clubhouse / Downstairs Bar Cost \_\_\_\_\_

Renter Signature \_\_\_\_\_ Date \_\_\_\_\_

## ***RENTAL OPTIONS***

### **Main Clubhouse**

#### *Includes:*

Full upstairs, including the deck

Full kitchen downstairs including access to refrigerator and freezer

Full downstairs area except for downstairs bar

Grounds, including playground (but excluding tennis/pickleball)

Bathrooms

Rectangular and round tables & metal folding chairs

*Depending on the date, there may be activity in the downstairs bar though this can be discussed and potentially eliminated*

### **Downstairs bar**

#### *Includes:*

Downstairs bar

Bathrooms

#### *Excludes:*

Upstairs (including deck)

Kitchen

Downstairs common area

Any outdoor area

*\* Depending on the date, there may be activity in the rest of the clubhouse*

Either rental option allows the renter to supply their own alcoholic beverages. **If the renter would prefer to have a bartender for their event and utilize the CLCC's liquor, they should complete a Bar Services Request.**

**Sergio & Co.** is the official caterer for the Cedar Lake Community Club, a Denville business that needs no introduction to Cedar Lake residents. Sergio's has been a steady supporter of the Community Club, particularly with Suds for Service, and has provided quality food and service at numerous private events at the clubhouse. As our official caterer, club members receive a 5% discount on all event catering orders from Sergio & Co.—just mention your club affiliation when booking. See their ad for more details. While Sergio & Co. is now our official caterer, members are still welcome to choose any provider for their events; this arrangement simply offers an additional benefit for those who select Sergio & Co.

## ***RENTAL AGREEMENT TERMS***

1. Applications for rental of the CLCC clubhouse are taken on a first-come first-served basis. Only CLCC members in good standing may rent the Clubhouse. The renter must always be present during the event and is responsible for the clubhouse, clubhouse grounds, all guests, and their guests' actions.
2. A CLCC member is not able to rent the clubhouse on the behalf of a member of the Cedar Lake community that is not a member of the CLCC.
3. Rental is limited to the use of the Clubhouse area only (as detailed in "Rental Options"). Use of the lake, beach, or tennis court is excluded.
4. No inflatable buildings or structures permitted without prior approval
5. **If the renter would like a bartender for their event and to purchase liquor from the CLCC, they may submit a Bar Services Request.** The rental does not include food or liquor. The renter may provide their own liquor. If liquor is served at your event, it is your responsibility to monitor your event for underage drinking. Underage drinking is against the law and is not permitted on the CLCC grounds. You are also responsible for intoxicated guests and their behavior during and after the event.

6. **The Cedar Lake Community Club does not take any responsibility, nor assume any liability for the renter or his/her guests. The renter agrees that his/her homeowners, tenants or other applicable liability insurance policy will be the primary carrier in the event of any accident, injury or unusual occurrence.**
7. Drinking games are strictly prohibited, including but not limited to beer pong, flip cup, and similar alcohol-based contests. Renter shall ensure all guests comply with this rule.
8. Early entry for setup or next-day morning cleanup may be available if it does not interfere with another member's rental or club event. An early setup fee may apply.
9. **A non-refundable rental payment in full is required to reserve the rental date for any Sunday through Friday rental. For a Saturday rental, a payment of half of the rental fee (\$200),** is required to hold the reservation date, and the balance of the rental fee is due one week prior to the rental. A separate refundable \$100 security deposit is required for all rentals and will be refunded (or check voided) after the clubhouse has been cleaned by the renter and inspected by a member of the CLCC Board of Directors.
10. The renter is responsible for leaving the clubhouse in "broom-clean condition." Cleanup must be completed by 3:00 AM the following morning (see #8 above). Trash must go into the outside dumpster as specified below. Any remaining items placed in the refrigerator or freezer must be removed. The club encourages recycling. There is a recycling dumpster located next to the trash dumpster. Please make sure NO garbage is mixed in with recycling items. **Recycled items should NOT be in plastic bags.** Your deposit may be forfeited if these conditions are not met.
11. The key, and any other necessary access, will be provided to the renter the day prior to the event and MUST be returned within 24 hours of completion of the rental. Loss of the key will result in a \$50 fee.
12. The Clubhouse Rental Agreement must be signed and returned prior to the rental function, in addition to a \$100 security deposit, in order for you to obtain the club key.
13. The renter must abide by all state and municipal laws and ordinances while renting the clubhouse
14. **Absolutely nothing may be hung from the ceiling or light fixtures. The use of the fireplace is prohibited. Do not staple, tack or tape anything to club property. Absolutely NO tape is to be used on the walls. Any kegs/coolers must be placed on the deck or in the downstairs area.**
15. The renter MUST contact the Rental Chairperson (or other CLCC Board member) should any problems or issues be encountered, so that they may be remedied in a timely fashion. The CLCC will not be responsible, nor will it provide compensation to the renter for issues brought to its attention after the event.
16. If use of the OVEN or STOVE is needed, please notify the Rental Chairperson prior to the rental date in order to assure the gas has been turned on.
17. If Renter's event requires a Social Affairs permit from Denville, the renter agrees to cooperate with CLCC to obtain such permit, and to reimburse the CLCC for the cost of permit.
18. Smoking or vaping is not permitted in the Clubhouse.
19. The clubhouse must be locked when unoccupied.
20. For safety reasons, children are not permitted in the kitchen area.
21. Violations of the rules will result in forfeiture of the security deposit.
22. **NOISE ORDINANCE.** Quiet time begins at 10:00 PM. For complete noise ordinance info, visit <http://www.nonoise.org/lawlib/cities/nj/denville.htm>.
23. **TRASH /RECYCLE.** Trash must be placed into the outside dumpster. Dumpster gate must be closed and latched properly after trash disposal. If related fines are assessed to the CLCC due to carelessness on the renter's part, the renter will be held responsible for the resulting fine. A recycle dumpster is provided for mixed recyclables. Please place your items directly in the dumpster, no plastic bags please.
24. **QUESTIONS / CONCERNS.** For **Rental Assistance** please contact Lynn Eggert, [rentals@cedarlakecc.com](mailto:rentals@cedarlakecc.com) or (voice/text) (862) 432-5737; or Mike Fallon, [president@cedarlakecc.com](mailto:president@cedarlakecc.com) or (voice/text) (917) 743-2613. Please include your name with any texts.



## CEDAR LAKE COMMUNITY CLUB (CLCC)

### ***BAR RULES AND REGULATIONS***

- If the Bar Services option is selected, all alcohol must be purchased from the Cedar Lake Community Club and consumed on premises.
- The cost per bartender is \$100. For 70 drinking guests or less, one (1) bartender is required. For over 70 guests, two (2) bartenders are required. Maximum length of the bartender's shift is 5 hours.
- **Payment is due to the bartender at the conclusion of your event.**
- Any gratuities are property of the bartender(s) and are not considered part of the payment of the bartender cost.
- We request that renters set up their own soft drink area.
- While the CLCC will use their best efforts to provide the requested bartender(s) for your event, in unusual circumstances, we may not be able to obtain someone to provide this service. In such circumstances, we will notify you at least ten days prior to your event.
- Parties with teenagers or young adults under the age of 21, please ensure that there is no underage alcohol consumption. Underage drinking is against the law and is not permitted on the CLCC grounds.
- The drink menu and prices charged will be those in effect at the time of your event at the Cedar Lake Community Club.
- If you have any requests for a specific liquor to be served or anticipate a larger quantity of a specific liquor will be consumed, please inform the Bar Chairperson at least ten days prior to your event

If you have any questions regarding bar services, please contact **Chris Curtis, Bar Chairperson** at (voice/text) (908) 268-1904 or [curtisc2k@protonmail.com](mailto:curtisc2k@protonmail.com). Please include your name with any texts.

# CEDAR LAKE COMMUNITY CLUB (CLCC)

## ***BAR SERVICES REQUEST***

If you are requesting Bar Services, this application must be completed in addition to the CLCC Rental application.

CLCC Member name: \_\_\_\_\_

Phone: (HOME): \_\_\_\_\_ (CELL): \_\_\_\_\_

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

Date of event: \_\_\_\_\_ Type of event: \_\_\_\_\_

Time requested for bar services: From: \_\_\_\_\_ To: \_\_\_\_\_

Estimated number of drinking adults: \_\_\_\_\_

Bar Options Available (please check one)

☐ **Cash Bar:** Guests pay for each of their drinks, as they order.

☐ **Open Bar:** Bartender will ring all drinks and the tab will be paid at the end of the event by the renter.

By signing this Bar Services Request, I acknowledge that I have read and understand the Bar Rules and Regulations and will abide by such.

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