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## **ROLLING FORK RECREATIONAL FACILITY (THE CASTLE) RENTAL POLICY**

1. The cost of a non-resident/non-member rental will be \$1,150.00, which includes the cleaning fee.
2. The cost of a resident/member rental will be \$525.00 which includes the cleaning fee. The person signing the rental agreement must be a resident or member of Rolling Fork in order to obtain the resident/member rental rate. All monies owed to the Rolling Fork Owners Committee (HOA) must be paid in full. Residents/members are limited to two rentals per calendar year at the residential rental rate of \$525.00. After two rentals in a calendar year, resident/member must pay the non-resident rate of \$1,150.
3. A resident/member may sign for a non-resident only if that person is a direct relative. This signing rental will count as one of the two calendar year residential rentals and the resident/member will be responsible for any and all liability that may be incurred.
4. A deposit of \$400.00 and a signed contract is required on all rentals. This deposit will hold the requested rental date and is subject to the cancellation clause in the contract. The deposit will be refunded within thirty (30) days after full completion of the rental contract and a final damage inspection has been completed by the Castle Rental Coordinator. Lost key fee of \$100.00 will be deducted from deposit if key is not returned within 48 hours of rental.
5. A business rental may be permitted, at the discretion of the Castle Rental Coordinator for rentals on all days, except Saturdays and holidays. This business rental will require a \$150.00 cleaning fee deposit as well as a \$100.00 per hour fee with a minimum of four hours. The cleaning deposit will be refunded within thirty (30) days after full completion of the business rental contract and a damage inspection has been completed by the Castle Rental Coordinator.
6. Organizations such as swim teams, scouts, fund raising events will have to submit a written request for rental to be approved by the Board. When approved, a check of \$150 must be submitted. This check will be held until after the event and returned in full if the clubhouse does not need cleaning.

**Revised policy rates become effective January 1, 2018.**

Additional information can be obtained by calling (713) 937-4175 and leaving a message in Mailbox #1. Please allow a few days for the call to be returned.