

Lake Mont Pines Home Owners Association

3211 Lake Mont Drive P.O. Box 729, Arnold, CA 95223 – (209) 795-1592 Fax (209) 795-0186



Lake Mont Pines Lodge Rental Agreement

General Information:

The Lake Mont Pines Lodge facility is available for rent by members only who are in good standing with the Association. The applicant member must be in attendance at all times during the use of the facility. No commercial functions are allowed. All use is subject to review and approval by the Board of directors. During the use of the facility, Board members or management must be allowed to enter the facility and observe the function for compliance with use guidelines.

The facility includes 1400 sq. ft. of Lodge space with a gas fireplace and heat. Maximum occupancy is 100 persons. There are four 5 ft. round tables, four 4 ft. round tables, and six rectangular tables along with 100 chairs. There is a full service commercial kitchen with no dishwasher. There is basic kitchen equipment for your use. There are 2 ovens and 1 microwave. Members must provide plates, silverware, glasses, and table coverings. There are two restrooms in the Lodge. The deck offers 900 sq. ft. with picnic tables and benches.

A walk-through prior to the rental is required.

Available hours for Lodge rental are as follows:

In-season: June 15th – September 15th (7 pm – 10 pm) Set up may begin at 5 pm on the day of the event.

Off-season: September 16th – June 14th (10 am – 10 pm)

Fee Schedule:

A refundable \$300 security deposit is required. Additional fees or costs may be levied depending on any rule violations, damages, and/or additional clean-up required by the Association.

In-season: June 15th – September 15th (7 pm – 10 pm) - \$200 use fee

Off-season: September 16th – June 14th (10 am – 10 pm) - \$100 use fee

Guest use of the lake facilities requires guest tags and/or day passes during the summer season.

Members must also provide a “special events” certificate of liability coverage for a minimum of \$300,000.

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Lodge Use Application

Application Date: ___ / ___ / ___

Property Owner: _____ Lot # _____

LMP address: _____

Mailing address: _____

Contact number: _____

Event day: _____ Event Date: ___ / ___ / ___

Hours Requested: _____ Start time of the event: _____

Description of the event:

Number of guests in attendance: _____

Caterer, DJ, and/or additional vendors: _____

Lodge Use Fee: _____

Lodge Cleaning Fee: (additional \$150.00) _____

Refundable security deposit (\$300) _____

Please return the signed agreement and two checks payable to LMPHOA (one for the lodge use fee, and one for the deposit) to the LMP office to confirm your reservation.

By my signature below, I agree to all the lodge use fees, guidelines, and cleaning checklist. I have also read and received a copy of the Lodge Use Rules and Guidelines and agree to abide by these rules. I understand that any violation of the rules is subject to review and additional fees and may also cause the loss of my security deposit.

Member signature: _____ Date: _____

Office Use:

Lodge use check number: _____ Security deposit check number: _____

Set of keys given: _____ Date keys returned: _____

Security deposit refund/ date: _____ Liability Insurance: _____

Verification of clean up: _____ Comments: _____

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LMPHOA Lodge Use Rules and Regulations

1. The member renting the facility must be in attendance at all times during the event.
2. The availability of the lodge during the summer season is limited so as not to conflict with recreation programs and events.
3. Use of the outdoor facilities, including the picnic area and beach by large parties is subject to reservation, lake tags, and day passes based on the nature of the vent, facilities requested, and the season of use.
4. Swimming in the lake is at your own risk. No wet swimming attire is allowed in the lodge.
5. No pets are allowed in the lodge.
6. There is no public phone available. Members are responsible to provide a cell phone for emergencies.
7. If children attend the event, they must be supervised by an adult.
8. No alcoholic beverages are to be provided to minors. All local and state laws and HOA CC&Rs and rules are to be followed at all times.
9. No smoking is allowed in the Lodge or on the deck.
10. If you would like to use the fireplace, please let the staff know so they can show you how to use it. The fireplace in the Lodge is gas. If using, please do not put anything in the fireplaces (e.g. napkins, paper plates, etc.).
11. The member is responsible for any additional cleanup, damages, or stolen LMP property.
12. Please remember to lock all doors, including deck sliders, at the end of your event.
13. No staples or pins should be used when applying decorations in the Lodge. Use only painter's masking tape or another product that does not leave residue behind.
14. Music and noise must not disturb neighbors. Quiet time is 10 pm.
15. Please return tables and chairs to the location you found them.
16. If using the heat, please return the thermostat in the Lodge to 50 degrees.

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Lodge Rental Walk-Through

Date walk-through was completed: ___ / ___ / ___

People present (names): _____

1. Locks and keys
 - a. You will be given a key to the lodge and the garbage dumpster.
 - b. Please lock the outer and inner doors to the Lodge as well as the sliders when you leave.
 - c. Please lock the dumpster after you dump the trash.
 - d. Drop off the keys in the outdoor drop box to the left of the Lodge door unless other arrangements are made to return the keys.
2. Lights and thermostat
 - a. Outdoor light switches and locations
 - i. There are outdoor light switches on either side of the Lodge and in the front. The switches are labeled.
 - b. Indoor light switches and locations
 - i. There are indoor light switches in the Lodge. Two of the switches are located in the coat closet to the right near the entrance to the Lodge. The switches are labeled.
 - c. Thermostat instructions for use
 - i. Turn the switch to 'heat' if it is in the 'off' position and adjust the temperature to 68 degrees. When you leave the Lodge, turn the thermostat back to 50 degrees.
3. Bathrooms
 - a. Supplies
 - i. Supplies such as soap, paper towels, and toilet paper are located in the supply closet in the kitchen. You may restock the bathroom as needed.

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4. Tables/chairs

a. Location and use

- i. The tables are stacked in the closet and the chairs are kept together.
Please return them the way you found them.

5. Fireplace

a. Instructions for use

- i. See the remote and written instructions for use that are located by the fireplace.

6. Kitchen

a. Kitchen lights and fans

- i. The kitchen has overhead light switches located by the doors. In addition, there are lights and fans above the stove and oven where the hood is. These lights and fans MUST be on if you are using the oven and/or stove. Detailed instructions are located in the kitchen.

b. Use of the sink

- i. To operate the sink, you must turn the lever on the main spout for the water to flow. The hot water is extremely hot, so please be careful.
Detailed instructions on operating the sink are located in the kitchen.
- ii. You must scrape all dishes in the trash before washing them. The sink does not have a garbage disposal.

c. Use of the fridge and freezer

- i. You may use the fridge and freezer; however, please remove all items at the end of your rental and wipe down the appliance.

d. Use of cooking equipment

- i. Equipment such as pots and pans are located on the shelves in the front kitchen storage room. You may use these, but please clean everything you use. You will find soap and sponges by the kitchen sink.

e. Operation of the stove and oven

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- i. Detailed instructions on operating the stove and oven are located in the kitchen.

7. Cleaning supplies

a. Kitchen storage closet

- i. Behind the door of the far closet is a cabinet with cleaning supplies.
Please use what you need to clean up.
- ii. You will also find a mop, broom, etc. in this closet.
- iii. Additional trash bags, toilet paper, paper towels, etc. can be found here.

My signature below confirms that I have walked through the lodge and understand how to operate the items necessary for my rental (i.e. lights, equipment, etc.).

Member signature: _____ Date: _____