

**RECREATIONAL ROOM RENTAL FORM
470 OWNERS CORP.**

NAME: _____

BLDG: _____ **APT #:** _____

DATE OF EVENT: _____

FROM: _____ **TO:** _____

OCCASION: _____

NUMBER OF GUESTS: _____

WILL FOOD BE SERVED? _____

PHONE NUMBER: _____

WILL BEVERAGES BE SERVED? _____

WILL PARTY BE CATERED? _____

I am a resident of 470 Owners Corp. and will follow the rules and regulations listed below with regard to the rental of the recreation room:

1. I will leave a refundable deposit of **\$50** to be returned within 10 days, if no damage is done to recreation room and a rental room fee of **\$50**, both checks made payable to 470 Owners Corp. (**2** separate checks).
2. I will leave the room in the same condition in which it was found.
3. Should any cleaning of the room be required, I understand that this will be deducted from the aforementioned deposit.
4. My guests will enter the building through the rear entrance of the 470 building (there is a buzzer located at this door).
5. I will make my guests aware of 470 Owners Corp.
6. I will make certain that no children will run or play in halls or lobby, and will be supervised at all times.
7. I will completely remove tape used to hang decorations.

By virtue of my signature below, I personally assume all financial and legal liability that may result from the utilization of the recreation room of the aforementioned date.

SIGNED: _____

DATE: _____

SUPERINTENDENT: _____

DATE: _____

(Management Use Only)

\$50 Deposit Rcvd: _____ **Check #:** _____ **Deposit Returned:** _____

Damage Deposit Held: _____

\$50 Rental Fee Rcvd: _____ **Check #:** _____ **Scarsdale:** _____

Management Signature: _____ **Date:** _____