

PPOA Lodge Rental Rules and Regulations

These rules and regulations in effect as of April 1, 2009 and are subject to change without notice. Amended 2/1/2010, Updated 5/1/2011, and 5/4/2014. The Pinecrest Property Owners Association's Lodge is located at 84 Bemis Road Hubbardston, Ma. The Lodge is available for rental on a first come/first serve basis. Persons wishing to rent must contact the PPOA rental agent, Sherry Brooks calling (978) 340-4602.

Rentals must meet the following criteria:

The PPOA Lodge can be rented by any paid PPOA member any non- PPOA civic and nonprofit groups to rent the lodge in a case-by-case basis. A fee structure for these groups will be established by the Board for a one-year trial period.

- The **renter** needs be present during the rental, and is responsible for any damages incurred during the rental period.
- The current rental fee for fully paid members is (both the maintenance and membership fee must be paid) **\$50.00** and can be paid in cash or check. This must be received in advance of the rental date.
- Non members current rental fee is \$75.00 which must be paid in cash. This must be received in advance of the rental date.
- A \$50.00 cleaning security deposit is also required at the time of the booking. This will be refunded once the facility has been re-inspected after the rental less any repair/cleaning fees have been satisfied.
- Please cancel as soon as possible for other members that might want to use the Lodge also.

Rental Fees are based on the following criteria:

- Rental fees, whether partial or whole day rental, are required to pay the full rental fee amount listed above.
- Weekdays/Weeknights are defined as Monday morning through Friday morning, with the exceptions of observed holidays. Weekends are defined as Friday evening through Sunday evening. Holidays are defined by Federal or State holiday rulings. PPOA reserves the right to make appropriate changes at their discretion.
- Weekdays/Weeknights are available to Civic Organizations, which have been approved by the board of directors.

The Lodge rental area consists of one large room with a central fireplace, couches, chairs, end tables, television, and stereo. There are moveable tables and folding chairs available along the wall near the kitchen. The kitchen area holds a stove, refrigerator, sink, coffee maker, microwave and an additional table with chairs. Grilling inside is prohibited. You may utilize the back deck which has a roof overhang. The two bathrooms are located to the left of the kitchen area. A local call only telephone located in the kitchen area is there for your use.

Certain area of the PPOA >Lodge are off limits. The two doorways to the left of the front door are not part of the rental area. The hallway where the bathrooms are located lead to the cellar stairway. The cellar including stairway are also off-limits, unless authorized by the above PPOA rental agent.

Instruction of Use of Property and Facilities:

- On the day of the rental, a key will be supplied to unlock the front door by the rental agent.
- In season, the thermostat will need to be adjusted. This is located on the wall across from the bathrooms. Please remember to turn it down prior to leaving.
- Please contact Sherry Brooks (978) 340-4602 to report any damages found.
- Stove and refrigerator are in working order and can be used. Please take home ALL the food brought with you.
- Any trash generated needs to be removed from the building and placed in the small shed located on the left side of the Lodge building.
- Please be courteous and leave the building as clean and neat as when you arrived.
- When ready to leave, check all window and sliding door. Taking care to make sure they are properly closed and locked, as well as all appliances are shut off.
- Shut and lock the front door behind you.

The PPOA is responsible for the general upkeep and maintenance once of the facility (snow removal, sanding, lawn maintenance). PPOA reserves the right to refuse rental should reasonable cause be found. PPOA is held harmless for any negligent acts by the rental group during the rental term.

Should you have any problems or questions prior to or during the rental of the PPOA Lodge, please contact your rental agent or any of the posted board members.

I have read and understand the above information. _____ date _____.