

GREENWAY PARK HOA
303-466-3729
80020

110 GREENWAY DRIVE
BROOMFIELD, CO

CLUBHOUSE RENTAL AGREEMENT

Date of Rental _____

GWP requires this application to be filled out in its entirety to be accepted.

Date of Application: _____

_____ GWP Homeowner or renter

_____ Non GWP Homeowner

Renter Information:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Alternate Phone: _____

E-mail: _____

Event Details:

Date Requested for Rental: _____ Time: _____

Type of Event: _____ Estimated Attendance: _____

Specific needs or special requests _____

Table Covers (Check one) (Additional \$25): Yes _____ No _____

Rental Fee quoted: _____ Rental fee date paid: _____

\$300 deposit (date received): _____ Cash _____ Check # _____

I have read & agree to the rules & rates

Signature of Responsible party: _____

Signature of GWP Representative: _____

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RENTAL RATES – 2026

Member Rates –

HOURS	RATE Monday through Thursday	RATE Friday through Sunday & Holidays
8:00 am – 5:00 pm	\$15.00 per hour	\$30.00 per hour
5:00 pm – 10:00 pm	\$30.00 per hour	\$55.00 per hour

Non-Member rates –

HOURS	RATE Monday through Thursday	RATE Friday through Sunday & Holidays
8:00 am – 5:00 pm	\$30.00 per hour	\$45.00 per hour
5:00 pm – 10:00 pm	\$50.00 per hour	\$70.00 per hour

Table covers cost: \$25.00

You will be allowed to come in ONE HOUR prior to your rental time for set up. You must be completely clean and exited by the end of your rental period. Please note: any additional time over the end of your rental period will be billed at \$50.00 per 30-minute increments or any portion thereof. This applies to all persons regardless of membership status. _____

Clubhouse is to be cleaned and emptied out by check out time. Trash must be taken out of the building and trash bags replaced. _____

Cancellation period: 48 hours minimum. Any cancellation occurring with 48 hours of the reservation date will have a fee of 25% of the deposit charged. _____

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Reservations: Please note that reservations are secured on a first come, first serve basis and become confirmed once the deposit and rental fee are received. Your reservation cannot be accepted if the time and date requested is already booked. Community events on the calendar will take precedence.

Security Deposit: At the time of booking, I agree to pay a security deposit of \$300 to complete my reservation request. I understand the purpose of the deposit is to assure that during the time I rent the facility, there will be no damages incurred to the facility and or the contents within. Deposits made with a credit card will be charged a 3% processing charge. I also understand the necessity to clean and restore the areas used by myself and my guests to the same condition prior to rental. Should any keys be given to me, I agree to return them to the proper staff member at the close of the event or risk total forfeiture of my deposit. If the initial deposit is not adequate to cover any damages to the facility, I agree to pay the balance to Greenway Park Homeowners Association upon notification, in writing, within 30 days. I assume complete responsibility for the conduct of my guests and for any damages caused by them. In the event a rental request is rejected, the Association shall have no liability to the member or any other person, except for a refund of any rental fees paid along with the security deposit.

Greenway Park HOA reserves the right to modify or terminate any facility rental agreement and room reservation schedule to accommodate program changes or other unforeseen circumstances. In the event a reservation must be changed or cancelled, the staff will notify the renter as soon as possible. If the member and Association are unable to agree upon a mutually alternative date and time, this agreement shall be terminated, and the renter will receive a full refund of any monies paid.

The following rules apply:

- In most cases the damage deposit will be returned the day after the event if no damage is incurred.
- **ABSOLUTELY NO CONFETTI IS ALLOWED.** Any use of confetti will result in additional cleaning fees incurred by GWP.
- Evening rentals expire at 10:00 pm. The clubhouse must be cleaned and ready for locking up at 10:00 pm.
- As set forth by the City of Broomfield, music and/or noise must not be heard outside the clubhouse after 10:00 pm as per the city curfew.
- For their safety & enjoyment, children must be always attended to. Children must not be outside unsupervised and must be off the outside grounds by 10:00 pm.
- Facilities shall be used for lawful purposes only.
- Any permits or licenses required during the rental period shall be the sole responsibility of the rental party.
- All event activities and guests of the rental party must stay within the clubhouse. All outdoor activities must be approved by Management prior to use. Usage of these areas may incur additional fees.
- Except for the use of certified service pets, no animals are permitted in the clubhouse.
- Smoking is not permitted in the clubhouse. Please use appropriate waste containers for all debris.
- Responsible party agrees to indemnify and hold harmless, the Greenway Park HOA, the board of Directors and Management from any liability of any nature arising out of, either directly or indirectly, use of any or all Association common areas and hold harmless from and against all claims, liability's, damages or losses arising out of the following:

CLUBHOUSE RENTAL AGREEMENT

- Any breach of covenant contained herein.
- An action, claim, suit or proceeding now or hereafter threatened by any third party against Greenway Park HOA or responsible party arising out of responsible party's use of facilities.
- Any obligation or alleged obligation, debt or liability of responsible party, including without limitation, liability relating to any sales, use or other taxes (or interest or penalty relating thereto) payable to any government entity
- Any cost or expense (including attorney's fees) which may be incurred by Greenway Park HOA
- The responsible party may not sublet their approved allocated date or time.
- It is strongly encouraged for non-members to obtain a special use insurance policy for the day or rental
- All HOA members not in good standing with GWP Association will be charge non-member rates.
- All members rentals must have a member in attendance of event.
- In the event of unforeseen circumstances or occurrences, or the failure to comply with any covenant or term of the agreement, Greenway Park shall have the right to immediately terminate this agreement via verbal noted to the responsible party
- Please notify Management of any special requirements pertaining to handicap access and accommodations.
- In the event of a life-threatening emergency, please call 911.
- For non-emergency assistance, please call 303-438-6400.

Important reminders:

- Please note additional time will be billed at \$50.00 per 30 minutes or any portion thereof.
- Clubhouse is to be cleaned and people out by check out time.
- Cancellations received with less than 48 hours' notice will be charged 25% of their security deposit.