

# *Victorian Village One Clubhouse Second Floor Event Space*

This is a large area upstairs, consisting of 2 large rooms (1 with a small dance floor) and a complete kitchen. It includes a sitting area and two restrooms. It is available for Community activities sponsored by the Board of Directors and can be rented only by Owners and Residents of VVI . It is accessed by outside stairs; there is no elevator access.

The rental includes folding tables and folding chairs that are available on site at no extra charge.

It is most commonly rented for Wedding showers, baby showers, milestone birthdays, birthday parties for small children.

How to rent the event space.

Resident's should contact the Clubhouse Manager, Board member **Sandra Ladner at 713-973-7795** or by email [ladners6@gmail.com](mailto:ladners6@gmail.com) to reserve the date for the party. You will be directed to complete a formal Rental Agreement.

## **Hours and Availability**

Reservations are taken on a first come, first served basis. All VV1 community activities have priority preference of dates.

**The Clubhouse closes at 12 Midnight Sunday thru Thursday, and 1:00 AM Friday, Saturday, and Legal Holidays.**

This hour must include your cleaning time. Lessee and guests must exit the Clubhouse by the hours above. The party noise and attendees must be kept inside the Clubhouse, not outside. This includes actions when they are leaving. All noise must be reduced at **10PM** to a level that is not audible outside the Clubhouse area.

## **Cost and Deposits**

Lessee shall pay VVI \$100 for rental of the 2nd floor. In addition Lessee shall pay VVI a second amount of \$200 as a deposit for the rental. If alcoholic beverages (including beer, wine, liquor) are to be served or consumed, the rental deposit is \$300. These payments must be in 2 separate Money Orders and received (at the time the contract is reviewed and signed) no later than two weeks prior to the requested date to guarantee that date.

All Lessee's homeowner fees due VVI for their townhouse must be current in order to rent the Clubhouse facility, ie, all maintenance fees, insurance fees, assessment fees, and fines.

## **Uses and Restrictions**

The Clubhouse may not be rented for any form of Political, Religious, or Business activity.

Smoking is not permitted in the Clubhouse at any time.

The resident/ Lessee must be present at the party at all times.

The swimming pool and the surrounding area cannot be rented and rental of the Clubhouse does NOT make the pool area available to event guests.

The Upstairs Clubhouse is generally reserved for Adult activities. Children and teenage parties (anyone under 21) must have in addition to the Lessee, one adult chaperone or supervisor per ten children or teenagers.

## **Parking for Event Guests and Hosts**

The circle between the Clubhouse and Playground may be used for loading and unloading food or supplies, however parking in the circle is prohibited. Parking is permitted in marked uncovered guest spaces only. We encourage guests to park on the back fence as there is a straight path to the clubhouse. Please make that clear to guests in your invitation.

## **Cleaning and Deposit Returns**

Cleaning should commence immediately after the event, and include both inside clubhouse area and the grounds around the clubhouse. Cleaning supplies are to be provided by Lessee. All trash must be removed from the Clubhouse and taken to the Lessee's home for pick-up. Please end your event to allow enough time to complete cleaning before the facility closes as posted above.

The next working day, the Clubhouse Manager will inspect the premises for damage, clean-up, and Rental Agreement compliance. If the area is left in good condition, and there have been no violations, your Rental deposit will be refunded. Penalty for damages or violations is not limited to the \$200 deposit.

The Clubhouse is older, but very roomy and we take a lot of pride in this amenity. It is to be used by the community, but we expect it to be cared for properly so that everyone has the opportunity to enjoy it.

# Victorian Village One Event Parking

## 10400 Hammerly Blvd. Houston TX 77043

Hammerly between West Beltway 8 and N. Gessner

Take Triway Lane to Drive F --- turn right --- park along back fence in uncovered parking

