



**Penn Lake Association**  
**PO Box 111**  
**White Haven, PA 18661**  
[pennlakeassociation@gmail.com](mailto:pennlakeassociation@gmail.com)

**PENN LAKE ASSOCIATION  
COMMUNITY HOUSE LEASE AGREEMENT STIPULATIONS**

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1. **The Community House will only be leased to an Association Member.**

2. **The Association agrees to:**

- a. Lease the Community House for a fee to the undersigned for a private non-association related activity.
- b. Grant the use of the grounds surrounding the Community House and the main floor to the building including electricity and (if specified below) heat.
- c. Provide the building in a clean and usable condition.

3. **Start/End of Lease Period:**

This is a full day lease beginning at \_\_\_\_\_ o'clock and ending at \_\_\_\_\_ o'clock on:

Start Date \_\_\_\_\_ End Date: \_\_\_\_\_ Type of Event \_\_\_\_\_

4. **The Lessee agrees to:**

- a. **A \$50.00 non refundable deposit required in order to secure the lease date. The lease date will not be held unless a deposit is received. The deposit will be deducted from the total lease cost. The Lessee shall take full responsibility for personal injury to him/herself and his/her guests, damage to the building or its contents, and loss or theft of any Association property during the lease period.**
- b. **Leave the building and grounds clean at the conclusion of the rental period, to include:**
  1. **Bagging all garbage and trash that was generated during the lease period from both inside and outside the building, closing all bags and securing in trash containers with lids and placed out to the curb.**
  2. **Leaving the tables, kitchen counters, floors and appliances (including interior surfaces) clean**
  3. **Leaving the restroom counters, floors, and fixtures clean.**
  4. **Sweeping and mopping all floors as needed.**
  5. **Turning off all lights, fans, stoves and heat.**
  6. **Report and be financially responsible for any damages made during the lease period.**
  7. **Remove all personal property.**
- c. **Limit the occupancy of the building to no more than 100 people.**
- d. **Smoking is prohibited**
- e. **Lessee is responsible for ALL supplies needed for the event.**

5. **Rent:**

- a. \$50.00 deposit required to secure lease date. (non refundable)
- b. The rental amount for a full day without heat is **\$250.00** (due 7 days prior to event)
- c. The rental amount for a full day with heat is **\$275.00** (due 7 days prior to event)

6. **Illegal Activity:**

- a. The lease automatically ends if anyone finds Lessee or Lessee’s guests storing, using, selling, manufacturing or distributing illegal drugs. This also applies to any other illegal activity under State or Federal Law, including but not limited to the consumption of alcohol by a minor.

7. **Right to Enter Community House:**

- a. The Association Board or person chosen by the Association Board, has the right to enter the Community House building during a lease period without notice.

8. **The Association will not assume nor incur any liability for personal injury. Property damage, or loss suffered during the course of the lease period.**

Acceptance

*I/we have read, understand and accept the conditions of the lease contained herein. I/we accept FULL responsibility and will make full restitution for any damage/theft. I/we understand that occupancy over 100 people is cause for immediate eviction from the building. I/we will pay the lease fee indicated herein. I/we understand that the deposit is required upon request of the lease period and is **non-refundable**. The remainder of the lease is due at least 7 days prior to the lease date and will at that point become **non-refundable**.*

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Penn Lake Association

Member Name \_\_\_\_\_ Signature \_\_\_\_\_

Lessee Name \_\_\_\_\_ Signature \_\_\_\_\_

Street \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Date \_\_\_\_\_

Email address \_\_\_\_\_

**Fees Received:**

Deposit \$ \_\_\_\_\_ Check Number \_\_\_\_\_ Date \_\_\_\_\_

Lease Payment \$ \_\_\_\_\_ Check Number \_\_\_\_\_ Date \_\_\_\_\_

Signature/Date PLA Rep \_\_\_\_\_