



**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 of 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 deposit** is required **in addition** to the rental rate of \$250 without heat for May through September and \$275 for months with heat, October through April.  
After the rental, if a PLA Board member determines that the building has been adequately cleaned and that no damage has been done to the property, the \$50 will be refunded.
- b. The renter 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.
- c. Leave the building and grounds clean after the rental period, to include:
  1. Bagging all garbage and trash generated during the lease period from inside and outside the building, closing all bags secured in trash containers with lids, and placed out at 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. Turn off all lights, fans, stoves, and heat.
  6. Remove any tables or chairs the renter placed outside or on the stage area and return them to the main floor.
  7. Report and be financially responsible for any damages made during the lease period.
  8. Remove all personal property.
- d. Limit the occupancy of the building to no more than 100 people.
- e. Smoking is prohibited, as well as glitter or confetti.
- f. The renter is responsible for ALL supplies needed for the event.

5. **Rent:**

- a. A \$50.00 deposit is required to secure the lease date.
- b. The rental amount for a full day without heat is \$250.00
- c. The rental amount for a full day with heat is \$275.00

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 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 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 of 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.*

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 \_\_\_\_\_