

- Member
- Sponsored
- Non-Member



Event Date:
Deposit Paid:
Check #:

Colleton Point Pavilion Lease

ROSE HILL PLANTATION PROPERTY OWNERS' ASSOCIATION

The Property Owners' Association of Rose Hill Plantation agrees to lease the facility known as Colleton Point Pavilion in accordance with the details listed below. The lessee agrees to comply with the rules and regulations listed within this lease agreement. Rose Hill POA reserves the right to assess an appropriate cleaning charge if the condition of the building after the function deems necessary. This will also apply if any damages occur at the time of the function.

Event Details	
Requestor's Name or Business' Name	
Phone	Email
Address	
City/State/Zip	
Sponsor Signature	Sponsor Name

Facility Fees and Deposits	
Security Deposit (Refundable)	\$250
Member/Sponsored Reservation	\$400
Non-Member Reservation	\$800

\$250.00 of the deposit will be returned if the property and equipment inventory is left in the way it was found. If any damages are discovered, the entire cost of repair and/or replacement shall be deducted from the amount to be returned. If the cost exceeds this amount, the Lessee agrees to pay a separate charge to cover the difference. This includes both the pavilion and grounds. Lessee must check condition of facility, and inventory items, on arrival for event, and notify POA office at 757-2450 immediately of any problems. Failure to do so waives any later right of review by Lessee regarding assessed damages.

Today's Date:	Group/Organization/Activity:
Date Requested:	Event Time:
Number of Invitees:	Public or Private:
Description of Event (Include food and beverage details):	

Rose Hill Plantation Property Owners' Association

1 Rose Hill Way • Bluffton, SC 29910

Phone 843-757-2450 • Fax 843-757-2451 • e-mail Shannon@RoseHillPOA.com • www.RoseHillPOA.com

TERMS AND CONDITIONS

- The indoor Fire Code is not to exceed the Maximum Capacity of the Building of 44 People.
- In any event, the lease agreement shall terminate no later than 10 PM (unless special arrangements are made with the POA; the function cannot continue past midnight). To permit the possession or consumption of alcoholic beverages upon the premises after 10 PM shall constitute a violation of the lease (unless special arrangements are made with the POA)
- Lessee agrees to indemnify the Rose Hill Plantation POA, its employees, Board of Directors and Members harmless for claims related to the misuse of alcohol on the premises associated with the event.
- All Contractors providing any service to a renter during lease shall pay applicable gate fees. Contractors include, but not limited to, Caterers, Party rental suppliers, photographers, videographers and entertainment.
- The lessee is responsible for an inventory of equipment; i.e. tables, chairs, etc. the day of the event. Inventory will be re-checked by a POA representative the following day to ensure there is no missing or damaged equipment.
- The Lessee shall be responsible for their guests and their actions while on Rose Hill Plantation property.
- Any function reserved primarily for a gathering of minors requires 1 adult/10 minors
- No guests may use the Colleton Point pool or adjoining facilities.
- No amplified music is permitted unless an exception has been granted by the POA.
- ALL TRASH/GARBAGE MUST BE REMOVED IMMEDIATELY AFTER THE FUNCTION. IF NOT, A \$20 FEE PER TRASH BAG/CONTAINER WILL BE ASSESSED AGAINST THE SECURITY DEPOSIT.
- A guest list for non-Rose Hill residents shall be provided to the North Gate security personnel 48 hours (or sooner if possible) prior to the function.
- The key MUST be returned to the North gate after the event. THE KEY MAY NOT BE KEPT OUT OVERNIGHT. Violation of this rule will result in a fine of \$50.
- 48-Hour cancellation is required for any refunds.
- This lease is subject to the State of South Carolina Code of laws relating to liquor possession and consumption as follows:

When a separate and private area of an establishment is leased to a specific individual for a function not open to the general public, a copy of the lease must be retained on the premises during the event.

The host or sponsor must purchase and deliver to the leased area any alcoholic beverages to be possessed and consumed and must remove all alcoholic beverages from the leased area upon completion of the function.

In addition to the above, the lessee is responsible for insuring that the host or sponsor does not:

- a) Advertise the party to the general public;
- b) Sell tickets, charge admission or ask for donation if liquor, beer or wine is to be served;
- c) Allow admission to anyone not previously invited;
- d) Allow minors to consume liquor, beer or wine;
- e) Allow guest to bring their own liquor.

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Failure to follow the restrictions can result in criminal charges against the lessee, host and guests.

To legally possess or consume liquor, beer or wine –

- -Persons possessing or consuming beer or wine must be at least twenty-one years of age (§20-7-8925 and §20-7-8920);
- -Persons may bring their own beer, wine or liquor, or the person giving the function may furnish beer or wine at no charge. The liquor can be in a container of any size;
- -Arriving and departing persons should be aware that it is unlawful for any person to transport liquor in a motor vehicle if the cap or seal on the container has been opened or broken except in the luggage compartment or cargo area (§ 61-4-110, § 61-6-4010, § 61-6-4020)
- -The liquor, beer or wine must have been lawfully acquired (§ 61-6-4010) and must have been purchased from a licensed South Carolina retailer (§ 61-4-350 and § 61-6-2930).
- -The function must be held at one of the following locations (§ 61-6-4710):
 1. In a private residence, hotel room or motel room;
 2. On property not engaged in business or commercial activity, at private gatherings, receptions, or occasions of a single and isolated nature and not on a repetitive or continuous basis, with the express permission of the owner and any other person in possession of the property, and to which the general public is not invited; or,
 3. In a separate and private area of an establishment where specific individuals have leased those areas for a function not open to the general public.

WARNING: The possession or consumption of liquor at functions that do not comply with the requirements listed above is illegal. Persons found in possession of liquor under those circumstances could be charged with a crime. Upon conviction, a person can be fined up to \$100 or imprisoned for not more than thirty days (§ 61-6-4710)

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Lessee's Acceptance: <div style="font-size: 2em; font-weight: bold; margin-left: 10px;">X</div> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Lessee's Signature Date	POA Representative's Acceptance: <div style="font-size: 2em; font-weight: bold; margin-left: 10px;">X</div> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> POA Representative Signature Date
<hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Name (please print)	<hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> POA Representative Name (please print)

<i>For POA office use:</i>					
Approved by:		Security Deposit:	\$250.00	Total Fee:	
Calendar Prep:		Date Paid:		Date Paid:	
Bulletin Board:		Check #:		Check #:	

Colleton Point Checklist

- Tables – Must be cleaned and returned to closet.
- Chairs - Must be clean. Must be returned to where they were found.
- Floors – Broom clean and free of all food. If dirty and sticky, must be mopped.
- Trash – Trash must be removed before you leave.
- Lights – All lights must be turned off.
- Doors – All doors must be locked, including rest rooms.
- Key – Key returned to North Gate.
- Deck – Deck must be cleaned and free of all food.
- Kitchen – Must be clean and all food must be removed from refrigerator. Wipe out refrigerator.
- Clean Windows
- Clean restrooms

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