



RENTAL RULES & REGULATIONS

Should you need to reach staff during your event please call:

GROUNDS SERVICES: 480-216-9141 or 480-229-4051

Strict Fire Code Occupancy: 202 standing room, 150 with tables & chairs

Maximum Seating Provided: 20 round tables (60"), 150 chairs. There are also six - 6 ft. rectangle tables available for use.

1. The contracted party is required to be in attendance during facility check-in and checkout. Failure to do so will result in a \$100 loss from the deposit per incident. Notify grounds services if late for check-in or early for checkout at 480-216-9141 or 480-229-4051. Failure to notify grounds services in the event of late check-in or early checkout will result in a loss of a portion of your deposit.
2. The contracted party will provide contact information of any vendors contracted for the event and all required insurance forms. All required documents are to be submitted to PRCA at least 30 days in advance of event date. If documents are not received, the reservation is subject to cancellation and/or fee without notice.
3. The use of Power Ranch amenities may be restricted at the discretion of the Board of Directors for delinquent Association dues, violation of Association rules, or deliberate abuse of the Barn, recreational facilities or common areas.
4. The Barn may not be used for commercial, political or religious purposes. Products may not be sold in the Barn or any recreational facility for the profit of any individual or commercial enterprise, except by invitation and/or approval from the Board of Directors or management staff. The Association has the right to refuse service or decline any reservation request that violates these terms.
5. PRCA will not be held liable in the event of accidents resulting in injury from setting/cleaning up the room or from use of the kitchen or other equipment that the contracted party, vendors or guests may use.
6. PRCA will not be held liable in the event of an illness resulting from food preparation.
7. PRCA will not be held responsible for items left at the facility, lost or stolen items.
8. PRCA will not be held liable for unforeseen mechanical problems associated with electrical, cooling/heating, or kitchen equipment failure. Power Ranch will make every effort to ensure all equipment is in normal operational condition.
9. Occupancy: Total participants must not exceed the posted room capacity. No more people than 150 seated / 202 standing room may be in attendance for any rental function or deposit will be forfeited, this includes both inside and outside the facility.
10. Outside pool and recreational areas will remain open to other PRCA residents during any scheduled event. Any and all guests of Power Ranch residents may only utilize the pool and other recreational areas while in the accompaniment of a member of PRCA. Wet clothing or swimwear is not allowed inside the facilities.
11. Tables, chairs or other objects may not block or impede the flow of traffic in or out of any exits to or from the building, per Fire Code.



12. If serving alcohol, Host Liquor Liability Insurance and a Security Guard are required. You may use either an insured Bartending Service or purchase a policy through your homeowners insurance or any private event insurance company. An insured Security Guard must be contracted for the time that alcohol is served. The contracted party must provide all insurance certificates and contracts to the PRCA office at least 30 days in advance of the event. Alcohol shall not be sold. If your Professional Bartending Service or Security Guard leaves prior to the event ending, no further alcohol may be served.

13. Rental Fees are due in full thirty (30) days in advance of your event. If not paid in full 30 days in advance of reserved event date the reservation is subject to cancellation without notice and/or a \$25 late fee charge per week. This fee will be taken out of the deposit. If the reservation is cancelled, the facility will be open for rebooking by another guest.

14. Due to multiple scheduling of events, all reservations must begin and end at the time indicated on the contract. Rental times are final on the day of the event. Any requested changes to your contracted rental time are subject to availability and must be made in writing 30 days in advance of contracted event date. Any changes to rental times within 30 days of the event date are subject to all applicable fees. These fees will be taken out of the deposit.

15. The contracted party shall be completely responsible for their own set-up and clean-up of both interior & exterior of the facility.

16. PRCA provided tables and chairs are located in the north storage room and must be returned there when the event is completed. The Windmill must remain inside the facility at all times. PRCA does not provide set up/tear down of any equipment.

17. PRCA provided tables and chairs are to be used indoors only. The use of PRCA provided tables or chairs outside the building will result in a forfeiture of your rental deposit.

18. Any candles beside birthday cake candles must be enclosed in a casing or votive container.

19. Drinks that contain a red-colored dye are not permissible due to risk of permanent stains on the carpet and furniture. In the event of stains or damage, the resident is responsible for repair or replacement costs of any required replacement tiles.

20. The renter shall arrange for all pick-ups and deliveries to be made the day of the event during the contracted time. All items provided by the renter or contractors must be removed by the exit time listed on the contract. PRCA staff is not authorized to accept any deliveries on the renter's behalf.

21. Fog Machines are prohibited as they activate the smoke detectors resulting in a fire call. This event will result in a forfeiture of your rental deposit.

22. The buildings must be vacated by all guests and residents by the time indicated on the contract. A deduction of \$100 per half hour will be withdrawn from the deposit for any guests/residents that are still inside the building after the time indicated on the contract has expired.

23. Linens, serving ware, extension cords and ladders are NOT provided by PRCA.

24. NO decorations, wire or lighting are to be hung from The Barn catwalk, lighting, A/C ducts, or in the outdoor plants, trees or light posts.

25. Decorations may be hung only with poster putty products, painters tape or Command hooks or similar



product that won't cause paint stripping or holes in the walls. ABSOLUTELY NO scotch, masking or duct tape, nails, staples, tacks, glitter, confetti, birdseed or rice allowed. No tape on windows. If rose petals, hay or any other substance is used on the event lawn, it must be removed prior to check out.

26. Helium balloons are NOT allowed inside the Barn. Any helium balloons brought into the Barn will result in a fine. This fine will be deducted from the initial deposit.

27. Glassware is not allowed outside, per Town of Gilbert ordinance.

28. Smoking is strictly prohibited inside or within 20 feet of any recreation area, per Town of Gilbert ordinance.

29. Adult guests are responsible for supervising their children.

30. All areas are required to be returned in the condition they are received. This includes both the interior and exterior of the facility. A cleaning check list will be provided during event check in. The contracted party will be responsible to sign out at the end of the event to insure that check list is complete.

Cleaning Checklist Items Will Include:

- All decorations including tape must be removed and disposed of.
- All trash is to be taken to the dumpster located in the parking lot. Please ROLL the garbage cans with liners to the dumpster (do not drag the bags across the floor or parking lot) Dispose of trash and replace with PRCA provided liner.
- Vacuum Carpet. (Vacuum provided by PRCA)
- Sweep mop kitchen floor WITH WATER ONLY NO SOAPS. (Broom & mop provided by PRCA)
- All tables to be cleaned, disinfected and returned to the storage closet. Contracted party is responsible for providing their own cleaning supplies.
- If sufficient cleaning supplies are not provided by the contracted party, supplies will be provided by PRCA at a cost of \$25.00, to be deducted from the deposit.
- Kitchen counter tops, sink, stovetop, oven, microwave and refrigerator must be left clean and empty.

Parking:

The parking lot at the Barn is shared with multiple PRCA facilities. Parking is not guaranteed. All overflow event parking is to use the Centennial Elementary school parking lot. There is absolutely NO PARKING on Autumn Drive, whether there are signs posted or not. Violators are subject to tow and/or ticket by the Town of Gilbert.

Security Deposit:

Security Deposit is refundable if all conditions of the Rental Use Agreement and Rules & Regulations are met. Any violation of the agreement allows PRCA to keep a portion or all of the deposit. If security deposit amount is not sufficient to correct any damage, the Contracted Party shall be liable for any excess amount needed to bring the Barn back to original condition. In the event the homeowner is "sponsoring" a non-resident event, the homeowner holds all liability to correct any damage and/or theft to PRCA property. The homeowner further agrees to accept full responsibility for any damage or theft and agree to pay PRCA for any replacement costs. I will not hold PRCA responsible for any physical harm that is suffered or any property damage that is incurred from activities related to the contracted event.