**Belle Meade Clubhouse Rules 2016**

* Deposit (refundable) of $150 is due before you pick up the keys to the clubhouse.
* The pool **CANNOT** be closed for a private party. **2 guests to every owner/tenant still apply**.
* The clubhouse is a **NON SMOKING** facility. There are ashtrays and smoke stations located outside the main entrance of the clubhouse and outside the pool gate. The pool deck is also **NON SMOKING.**
* If you require supplies you are responsible for bringing them. (Paper towels, napkins, plates, cups utensils, etc)
* Do not use food or drink items located in the cupboards or refrigerator.
* Be sure to turn off the grill and gas for the grill if you used it.
* Be sure to wash all items used that belong to the Belle Meade kitchen. Soap and paper towels are located under the sink.
* Wipe down all counters and tables.
* Take out all trash both inside and on pool deck. New bags are located in the bottom drawer in the kitchen
* Turn off TV, stereo, and fireplace.
* Make sure all windows are closed and locked.
* Check restrooms for guests and make sure all sinks are off.
* Lock the double doors to the hallway by pushing the lock button, and making sure the latch on the top of the door is pushed all the way up.
* Brooms and vacuum are in the front hall closet.
* If you have moved any furniture it needs to be moved back to its original place.
* Report and damage or repairs needed to management immediately.

**Office: 402-934-8340 PJ Morgan RE 402-397-7775**

**The office manger and cleaners are not responsible for cleaning up after your party.**

**It is your reasonability to clean up after yourselves, including in the bathroom.**

**The clubhouse must be cleaned the same night/day as your party.**

**If any of the rules are broken or if any damage has happened during your party you may lose your deposit, the privilege of using the clubhouse, or both.**

**Thank You**