

The Retreat at Greenbrier Condominiums
Clubhouse Rules

1. The Clubhouse is for the private use of the residents and is available for rental to residents only for non-profit parties or meetings. The following guidelines apply:
 - The check for \$200 and application should be hand delivered to the Sales Office, 1503 Carrollton Way.
 - The non-refundable rental fee will be mailed to UPA, Property Manager, The Retreat at Greenbrier, 525 S Independence Boulevard Suite 200, Virginia Beach, Virginia 23452-1103.
 - Checks will be made out to the Retreat at Greenbrier.
 - Both checks must be received in order to secure the reservation which is granted on a first request basis.
2. Unsupervised children and teenage parties are prohibited.
3. The renting resident will have exclusive use of the Great room, Kitchen and Billiard room only. **Note that the ladies parlor/card room, swimming pool or exercise equipment is not included in any clubhouse rental program and these areas are always available to all Retreat at Greenbrier residents during normal operating hours.** No party items will be furnished by the Association.
4. The renting resident is responsible for all clean-up, trash removal and setting out the trash can/s, the night before, for collection by Waste Management on Tuesday. Resident Clean-up must be done immediately after the party.
5. Damages to the Clubhouse or equipment and any follow-up cleaning done by the Association will be deducted from the \$200.00 deposit. If the deposit is an insufficient amount, the renting resident will be billed for the difference.
6. There will be a pre and post inspection with the renting resident and an Association representative.
7. In accordance with the City of Chesapeake Fire Department The Retreat at Greenbrier Clubhouse has been inspected and a maximum capacity of no more than 119 people in the Clubhouse at one time. Notice is posted on the bulletin board in the main room.

