

The Ranch House
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MANAGER COPY

Ranch House Contract Ransom Canyon, Texas (revised June 1, 2012)

The Ransom Canyon Property Owners' Association (POA) and tenant (guest) enter into a rental agreement for the property called the "Ranch House" located at Box A, Ransom Canyon, Texas. The POA and the tenant agree to abide by the terms set forth in this agreement.

The terms of the agreement are for (day) _____, (month) _____, (date) _____, 20__.
Event time starting _____ am/pm and ending at _____ am/pm.

Events must end by 12:00 pm, and all of your belongings must be removed before 1:00 am the night of your event.

		<u>Extra Rentals</u>	
Rental fee for the Ranch House	_____	Tablecloths	\$8.00 ea.
Rental fee for additional day	_____	Toppers	4.00 ea.
Rental fee for outside use of chairs	_____		
Rental fee for other extras	_____	Napkins	.50 ea.
Total Rental fee	_____	Wine Glasses	6.00 per doz.

Special Arrangements

Included in your rental fee are the use of: 24, 6' round white tables, 25, 5' round white tables, 15, 6' rectangle white tables, 250 navy banquet chairs, and 250 white folding chairs.

A separate security/damage deposit is required to reserve your date.

This deposit is refundable after the event, providing there is no damage to the building or grounds, and you comply with the "End of Event Check-list", page 6 of the contract. The deposit is **not** refundable if event is cancelled.

**First Rental Date - held with contract requires a \$ 750.00 deposit & 2nd day of rental requires a \$500.00 deposit.
50% payment of total rental is due at 8 wks prior to the event &
100% payment due - 1 month prior to event, to maintain date.
No refunds of any monies, will be refunded.**

Make payable to: Ransom Canyon POA.

Credit cards are accepted, with a 4% service charge.

The building will be cleaned and tables and chairs will be set-up, per the "Table Diagram", page 5.

Send to: Ranch House Rentals c/o Ron Bornick, 87 S. Lakeshore Dr., Ransom Canyon, TX 79366
806-745-2901 806-407-0510 cell/text

Printed Name: _____ Bride _____ Groom _____
Mailing Address for deposit check to be returned:

Phone numbers: _____

Email: _____

Signature of renter: _____

Please keep renters copy of this agreement for your records and knowledge of rental terms. Your signature indicates that you agree to all terms of this contract

Rental Terms of Agreement

- Parking is allowed on the Party Island. Travel trailers or motor homes are NOT allowed on Party Island. Parking is allowed outside the gate (**not blocking the gate**), on the boat ramp parking lot to the west of the gate (**do not block boat ramp or any trailers and/or vehicles**) and along the street on one side of the curb only. Please do not block any exits inside or outside the gated area.
- Maximum capacity is 250
- Guest are entitled to use of the island know as the Party Island, but excluded from the swimming pool unless prior arrangements are made with the Ranch House manager.
- Boat privileges are excluded from this contract and must be arranged through Ransom Canyon Police Department. (806-829-2600)
- The tenant/person named on the contract is responsible for all monetary damages of the Ranch House, Party Island or any other property in Ransom Canyon caused by a guest of the tenant.
- If damage or repairs exceed the deposit amount of \$500, the tenant named on the contract will be responsible.
- Underage drinking is NOT allowed - be responsible for your guests
- Outside speakers or bands must be turned off or moved inside after 10:00 pm.
- NOTHING IS ALLOWED TO BE HUNG FROM THE CEILING OR WALLS
- No smoking inside building
- No spraying of any drinks
- NO CONFETTI OF ANY KIND - No rice bags allowed...please use birdseed – no sparklers
- Signs, balloons, or other markers used for directions to the Ranch House must be removed at the end of the event
- The tenant agrees to hold Ransom Canyon POA, the Ranch House, Party Island and the City of Ransom Canyon harmless from any claims of bodily or property damage which may occur to the tenant or guest.
- If you are bringing a grill to cook on you must have permission in advance.
- In the case of an **Emergency call 911**

Make checks payable to: **Ransom Canyon POA**

Ron Bornick's email: RHonthelake@sptc.net

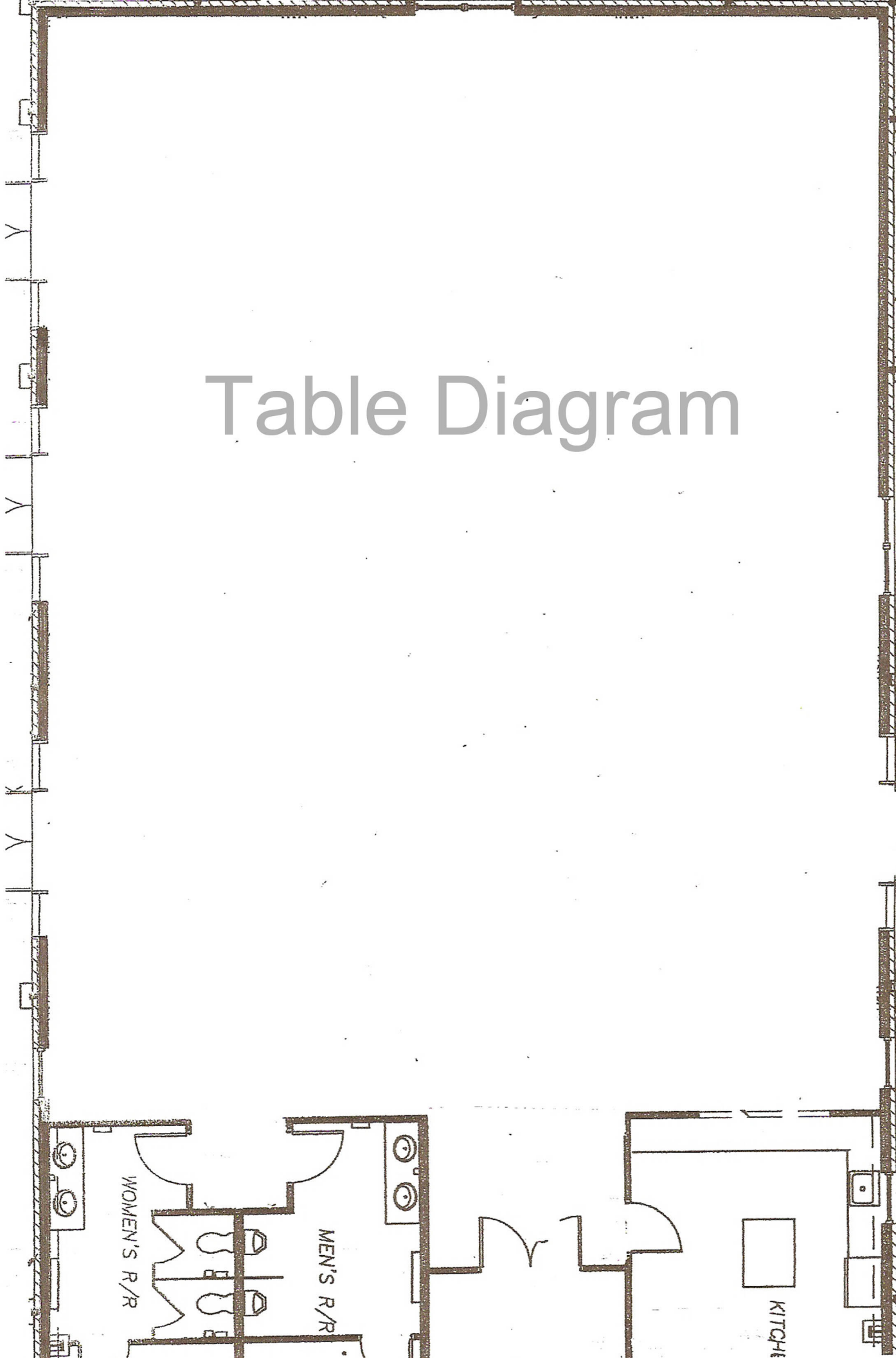
Mail deposit/contract/full payment to: _____

Ranch House Rentals
c/o Ron Bornick
87 South Lakeshore,
Ransom Canyon TX 79366
Home: (806) 745-2901
Cell: (806) 407-0510

After you submit the full balance of the rental fee and “Table Diagram”, call Ron to get the code to access the lock box located to the right of the entrance doors.

We hope you have a fun and successful event at the Ranch House of Ransom Canyon

Table Diagram



End of Event Check-list

1. Remove all trash-including bathrooms to dumpsters
2. Clean floor of any spills, paper, liquids, dirt
3. Remove decorations, signs and all personal items (refrigerator)
4. Wipe down all kitchen counters
5. Turn off all lights & adjust thermostats(summer 80-winter 60)
6. Lock doors from inside, (latches) & leave thru the kitchen door.
7. Return key to lockbox as instructed
8. Rental items:
 - Tables – Remove ALL items from table, except the tablecloths
 - Napkins – Remove & place on stainless steel cart in kitchen
 - Glasses - Must be cleaned & returned to the boxes
9. Report any damage, inside or outside to Ranch House Mgr

Note: The return of your deposit, is dependent upon these policies being honored.

Thank you,

Ron Bornick, Ranch House Manager &

Ransom Canyon Property Owners Association

Phone: 745-2901-home 407-0510 – cell