

WOODBURY HOMEOWNERS ASSOCIATION, INC.

c/o FirstService Residential ♦ 5970 Fairview Road, Suite 710, Charlotte, NC 28210 ♦ Ph: 855.546.9462

www.fsresidential.com

WOODBURY CLUBHOUSE AGREEMENT PRE-EVENT INSPECTION REPORT

Name of Homeowner(s): _____
Homeowner Address: _____
Name of Inspector: _____
Date of Rental: _____ Date of Inspection: _____

- ☐ Bathrooms are clean and stocked.
- ☐ All counter tops, walls, tables, and chairs are clean.
- ☐ Sink is clean.
- ☐ Refrigerator empty and clean.
- ☐ All trash removed from the premises and around grounds.
- ☐ Television and Sound Bar in working order.
- ☐ Microwave in working order.
- ☐ Thermostat set at correct temperature.
- ☐ **IMPORTANT: Any damages, including flooring, furniture or wall stains, etc. should be called to the Association's attention immediately upon accessing the Clubhouse for your event so that proper notation can be made. Failure to report any issues and/or damages within one (1) hour of accessing the Clubhouse will automatically become your liability under this Rental Agreement, which could result in the forfeiture of your rental deposit. Notifications should be sent to eastsupport.fsresidential.com and askwoodburybod@gmail.com IMMEDIATELY.**

NOTE: Please take a photograph of the furniture placement to assist with returning to its original location if moved.

INSPECTION NOTES:

I agree to leave the clubhouse clean and to take all trash (kitchen and bathrooms) with me after my rental. I understand that should any damage occur during my rental time I forfeit my deposit to cover repairs of damages.

Homeowner Signature

Homeowner Printed Name

Date

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