

**Brightwater Homeowners Association
Club House Inspection Form**

Date of Rental _____ Resident (print name): _____

Residents Address: _____

Initials	Checklist	Deposit Review
_____	1. All doors closed, locked and windows cleaned inside and outside	_____
_____	2. Leave trash cans clean and empty	_____
_____	3. Floors should be cleaned (kitchen, bathroom & entry) & clean rug at entry	_____
_____	4. Carpet vacuumed with cleaner in bathroom	_____
_____	5. Kitchen cleaned, refrigerator emptied and cleaned, faucets off	_____
_____	6. Clean bathroom (toilet, sink, mirror, walls and floor) and faucets off	_____
_____	7. Return thermostat to established temperature -_	_____
_____	8. Blinds should be cleaned and not moved	_____
_____	9. Window blinds should only be opened/closed but not parted	_____
_____	10. Walls & tables cleaned	_____
_____	11. Clean glass doors on fireplace and clean hearth	_____
_____	12. Arrange chairs (# 32), chest, sofa table, bake/s rack, lamps (#2), tables (#5), & silk plants (#5)	_____
_____	13. Turn out lights before exiting & unplug sound system(#4 components)	_____
_____	14. No vehicles are to be parked where the curb is marked red	_____
_____	15. Renter will furnish any cleaning supplies needed	_____
_____	16. Telephone (#1) & fire extinguisher is to be used only in an emergency	_____
_____	17. Inspect and remove any trash in parking area	_____
_____	18. Respect neighbors by keeping noise to a minimum	_____
_____	19. Return key (#3192) by 12 noon the next day during Deposit review	_____

I have reviewed the clubhouse inspection form and understand and agree that I must comply fully in order to have my Deposit returned. Please initial next to each item you have reviewed noting acceptance.

Signed by Resident at rental: _____ Date: _____

Signed by Resident after Deposit review: _____ Date: _____

Approved by Clubhouse Committee: _____ Date: _____

The Clubhouse has been inspected by the Clubhouse Committee and they recommend that \$ _____ be refunded to the Resident. Date: _____.

See EXHIBIT A-1 of the CLUBHOUSE RENTAL CONTRACT for deducted amounts if any.