



FILINVEST EASTVILLE HOMEOWNERS ASSOCIATION, INC.

Filinvest East, Marcos Highway, Cainta/Antipolo City
Tel: (02) 4775248 | Email: eastvillehoa@gmail.com | Website: www.fehai.com

EASTVILLE EVENTS PLACE RENTAL AGREEMENT

Event Details

Event Date			
Type of Event			
Space	Hall Only	Pool Only	Hall and Pool
Set-Up Time			
Event Start Time		Event End Time	

Renter Details

Renter	
Representative	
Address	
Contact Number	
Email	

Availability

The Eastville Events Place, operated by the Filinvest Eastville Homeowners Association, Inc. (FEHAI), is available for rentals Monday to Sundays from 8 AM to 10 PM except for events that include the pool which are not allowed during public holidays.

Fees

The standard rental fees are as follows:

- Hall and Pool – Php 15,000 for five (5) hours
- Hall Only (with air-conditioning and kitchen) – Php 10,000 for five (5) hours
- Pool Area Only – Php 5,000 for five (5) hours
- Rental Bond (required) – Php 1,000

Cash payments must be made to East-West Bank under the account of "Filinvest Eastville Homeowners Association, Inc." with account number 200000642958. A copy of the deposit slip must be sent to the FEHAI office.

Check payments must be made payable to "Filinvest Eastville Homeowners Association, Inc." Check payments shall only be considered valid upon bank clearance of check.

Special vouchers issued by FEHAI may also be used to avail of rental guided by the terms of the voucher and this rental agreement.

Ingress and Egress

Hall renters are provided complimentary two (2) hours for ingress and one (1) hour for egress. Excess hours will be charged accordingly. Pool renters are strictly limited to five (5) hours.

Reservations

A non-fundable fifty percent (50%) down payment and the Php 1,000 rental bond along with the signed rental agreement are required to reserve the event date and times at least seven (7) days prior to the event. The

remaining balance must be made three (3) days before the event. If the rental fees are not settled within the prescribed period, FEHAI reserves the right to cancel the reservation.

Capacity

The renter understands that the Events Place has a maximum standing capacity as follows:

- Hall – 100 people
- Pool Area – 75 people

Renter shall not exceed these limits.

Rules

Each of the spaces has its own rules. See Annex A (Hall Rules) and Annex B (Pool Rules).

Renter is responsible for the conduct of guests including caterer and other service providers and suppliers. No prohibited or dangerous materials or items, including illegal drugs and paraphernalia, explosives, firecrackers, firearms of any kind, and all kinds of bladed weapons (except those reasonably necessary for use in catering or food preparation), shall be allowed or brought inside the Eastville Events Place.

Renter must ensure that no unlawful acts are committed during the use of the premises. FEHAI is not responsible for lost, damaged, or stolen equipment or objects left on the premises. FEHAI is also not responsible for personal injury or death that may occur during the renter's use of the premises.

Any violation of the rules shall bear appropriate fines and possible disqualification from the use of the Events Place in the future. See Annex C (Fines and Penalties). Renters and guests who violate the rules may be also asked to leave the premises. In such case, no portion of the rental fee and bond will be refunded.

Noise

The Events Place is situated in a residential area. Renter agrees to control the noise level at the event such that it does not become a nuisance to neighboring residents. In the occasion that the event creates a disturbance, the renter agrees to reduce the volume or quell the rowdiness of guests.

If repeated disturbances are reported, the renter and guests may be asked to vacate the premises at FEHAI's discretion. In such case, no portion of the rental fee and bond will be refunded. Music and sound systems must end by 10 PM.

Cleanliness and Damage to Facilities

The Events Place will be in a clean condition prior to the event. Renter is required to remove all equipment and return the space to the same clean condition in which it was found.

FEHAI staff will inspect the premises before and after the event to survey for cleanliness and damages. Renter is encouraged to survey the premises with the staff prior upon set-up to verify existing damage to the Events Place premises and properties.

If there are damages found, renter shall be charged with a corresponding fine. In addition, FEHAI shall determine the cost of repair or replacement of the damage and the renter shall be charged accordingly.

Refund of Bond

If there are no violations or damages found, the renter shall be issued a full refund of the rental bond in form of check made payable to the renter which can be claimed seven (7) days after the event.

Liability

Renter agrees to indemnify, defend, and hold FEHAI, its officers and staff, free from any liabilities, costs, penalties, or expenses arising out of and/or resulting from the rental and use of the premises, including but not



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Annex A: Hall Rules

Decorations, Set-Up and Equipment

- Nails, thumbtacks, adhesive tapes, and tack guns are not allowed on the windows, walls and ceilings.
- Only compressed air balloons may be used within the venue. No helium or oxygen-filled balloons will be allowed.
- No open flame equipment except for properly shielded decorative or mood candles placed in fireproof containers may be used within the main hall.
- Renter, guests, and suppliers, and service providers must take care not to scratch the floor tiles with their tables, chairs, and equipment.
- Carpentry, painting, and welding are prohibited in any area of the Events Place unless otherwise with written approval from FEHAI.

Catering, Food, and Drink

- Caterers may use the kitchen area and is responsible for its state and cleanliness.
- Caterers must provide their own garbage bags and must ensure proper disposal of their garbage.
- Alcoholic beverages may be served during the event proper and within the hall premises only. No drinking is allowed by the pool area.

Lights, Sounds, and Electrical

- Renters are provided 200 Kwh for the duration of their use of the Events Place. Excess will be charged accordingly.
- Renters who will be using lights and sounds systems must coordinate with the FEHAI staff for proper connection of electrical systems and equipment.
- FEHAI reserves the right to regulate the volume of the sound system of the event.
- Air-conditioning units will only be operated by authorized FEHAI staff. Air conditioning units will only be opened thirty minutes before the event start time.

Security

- Parking, pick-up and drop-off points are properly marked around the Events Place. Renter and guests must follow
- Renter must be responsible for providing emergency services such as first-aid for guests and coordinating with proper authorities.

Annex B: Swimming Pool Rules and Regulations

- All rules and requests made by pool staff must be followed at all times.
- Users must present their pass to the pool staff and register themselves upon entry to the pool area.
- No lifeguard is on duty. Users must know how to swim or should be joined by a capable companion.
- Users must clean up after themselves. All trash must be disposed of properly in the available trash bins.
- Users must wear acceptable swimwear. Allowed swimwear fabrics include nylon, polyester, and Lycra.
 - For women: one or two-piece swimsuits, swim shorts, rash guards.
 - For men: swimming trunks, board shorts, jammers, rash guards.
- Users not wearing prescribed swimwear may be denied use of the pool. No clothing made of cotton and fabrics that pill or produce lint is allowed in the water including loose-fitting garments, shirts, underwear, basketball shorts, cover ups, sports bras, and leotards.
- Persons with contagious diseases, open cuts, sores, bandages, colds, cough, or other infections are not allowed in the pool area.
- All users must shower before entering the water.
- No smoking, vaping, and drinking. Persons under the influence of alcohol or narcotics will be denied entry or will be asked to leave the premises.
- Users must use the comfort rooms to relieve themselves. Peeing, spitting, spouting, and nose-blowing in the pool are strictly prohibited.
- No food or drink is allowed in the pool or its immediate surroundings.
- No running, horse play, or other dangerous practices. Diving, flips, and back jumps are not allowed.
- Children must always be accompanied by a parent, guardian, or responsible adult. Children must always be within arm's reach.
- Toddlers must wear swimming diapers. Cloth or plain disposable diapers are not allowed.
- Animals and pets are not allowed in the pool area.
- FEHAI is not responsible for any injury, illness, damage, loss of property to any person while using the pool or while inside the premises.
- FEHAI officers and staff reserve the right to deny entry to users at their discretion. Users who disregard these rules and requests by pool staff may be escorted out of the pool premises. Appropriate fines may be imposed by FEHAI to erring

homeowners, residents, and users as deemed necessary.

Annex C: Fines and Penalties

The rental bond may be used to cover partial/full cost of fines and penalties.

Violation	Fine/Penalty
Trash/garbage uncleaned or left behind	P1,000
Excessive dirtiness (smearred or dirty floors and walls, bodily fluids, etc...)	P5,000 and additional cleaning costs if required
Unauthorized operation of air-conditioning units	P500
Use of Helium/Oxygen Balloons	P500
Drinking and Eating in Pool Area	P1,000
Prohibited Clothing in Pool	P1,000
Unauthorized Entry to Restricted Areas	P1,000
Illegal Parking	P500 per violation
Smoking/Vaping in No Smoking areas	P1,000 per violation
Damage to Facilities/Equipment/Property	P1,000 and cost of repair/replacement
Exceeding Capacity	P5,000
Open Flame in Main Hall	P5,000
Unauthorized Use of Fireworks	P10,000
Illegal/Dangerous Substances and Materials	P10,000 disqualification from future use, and legal action
Illegal/Criminal Activity	P20,000, disqualification from future use, and legal action