



### **CLUBHOUSE RESERVATION FORM (August 2019)**

This application is required for any gathering of more than 10 guests. Minimum age is 18 without adult supervision.

Name \_\_\_\_\_ Unit# \_\_\_\_\_

Type of function \_\_\_\_\_

Function Date \_\_\_\_\_ Hours (8 hr. max) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Number of guests (max 35) \_\_\_\_\_ Clubhouse Rental Fee for private events and parties is \$75. A returnable deposit of \$300.00 is required. Please provide 2 checks for \$75 and \$300. A maximum of 35 guests is allowed. All guests must be out of clubhouse by 9:30pm unless otherwise arranged with association.

Approved \_\_\_\_\_ Not approved \_\_\_\_\_ Date Approved \_\_\_\_\_

### **CLUBHOUSE RENTAL AGREEMENT**

THE DEPOSIT WILL BE RETURNED WHEN THE FOLLOWING CONDITIONS HAVE BEEN MET:

The clubhouse must be left in the same condition following the function. 24 hours will be allowed for the cleanup.

1. All decorations must be removed.
2. Counter tops must be cleaned. Tables and chairs organized and floor swept.
3. Bathrooms must be clean and doors locked from clubhouse side.
4. All Lights and appliances turned off.
5. All Exterior doors must be locked when leaving.
6. Vehicles not permitted on walks for grassy areas.
7. Guests using pool must walk around through pool gate. Sliders must stay closed.
8. The A/C is not to be adjusted or tampered with.

Deposit received \_\_\_\_\_ Deposit returned \_\_\_\_\_ Date \_\_\_\_\_

I, the owner or renter of record, understand and accept all the above requirements:

Signature \_\_\_\_\_ Date \_\_\_\_\_



### **CLUBHOUSE RULES AND REGULATIONS**

1. Private parties or meetings are permitted to those residents who apply in writing at least two weeks prior to the event.
2. The area of the clubhouse and its facilities are restricted to residents and their accompanied guests.
3. A Party Reservation pertains only to the Clubhouse, and does not include use of the pool.
4. No bathing suits in the clubhouse. Body cover and shoes are required at all times.
5. All activities must be concluded by 9:30 P.M. unless arranged otherwise with management.
6. Guests for private functions are limited to thirty-five (35) persons.

Any door opened after that time will trigger the alarm, and summon the Police.

A refundable security fee of \$300.00 will be required, and returned upon satisfactory inspection of the clubhouse. The entire facility must be cleaned within 24 hours.

**Use rules are simple:**

**If you open it — close it**

**If you dirty it — clean it**

**If you drop it — pick it up**

**If you use it-put it back.**

**Remember - You are held responsible to leave this club house as you found it. We inspect the following morning.**

**Last card user will be held fully responsible for any misconduct.**