

CASA REQUENA 1

CLUBHOUSE RESERVATIONS

Today's Date: _____ Date of Event: _____

Name: _____

Address: _____

Phone: _____ Unit Number: _____

Function: _____

Function Date: _____ to _____ (no later than 1:00 am is allowed)

Any soiling or damage to the clubhouse , pool area or properties resulting from this function is the responsibility of the owner in the amount actually expended for repairs and/or cleaning. Further, the charges for repairs and /or cleaning must be paid to the Association within 10 days of completion of the work or will be deemed delinquent and will be subject to additional costs such as fines and liens against the owner's unit.

The use of any illegal substance is prohibited.

A security deposit of \$500.00 is required, along with a non-refundable \$150.00 rental fee. Damages will be deducted from the security deposit. If there are no damages and the clubhouse is found to be in acceptable condition by the management company or the Board, the full security deposit will be refunded. Two checks required, one for security deposit and one for rental fee made payable Casa Requena HOA.

I hereby agree to confirm to all the rules and regulations governing the use of the clubhouse and /or pool. I understand the pool area is open to other residents in the community. In the event of any accident or injury to myself or my guests, I hold harmless Casa Requena 1 and/or any of its affiliates.

Video from camera system will be accessed if complaints are filed.

Signed: _____

AFTER THE EVENT: Return the clubhouse to the same condition in which you found it and check off the following list:

- _____ bag and remove all food and trash
- _____ return furniture to original location
- _____ turn off A/C or heat
- _____ turn off lights
- _____ close and lock all exterior doors
- _____ inspect clubhouse with board member or management company representative and return key for deposit

Inspected by: _____ Date: _____

Comments:

