

ASHTON LAKES CLUBHOUSE RESERVATION REQUEST & AGREEMENT

Owner(s) _____ OR Lessee(s) _____
Unit # _____ of Ashton Lakes Community Association, Inc. is/are hereby requesting to reserve the Clubhouse and designated covered veranda area (as described in Item 4 below) on:
Date of Use _____ Hours of Event from _____ to _____ (Maximum of 4 hours)
Brief Description of Event _____
Approximate Number of Guests (Maximum number of guests: 30) _____

The maximum duration for any gathering shall be limited to four (4) hours and shall end no later than 10 p.m. Preparation time shall not exceed two (2) hours prior to the event. Clean up must be completed by 9 a.m. the following day prior to an inspection of the clubhouse.

**CLUBHOUSE RESERVATIONS MUST BE MADE AT LEAST SEVEN (7) DAYS PRIOR TO THE EVENT DATE.
THIS CONTRACT WILL BE POSTED ON THE CLUBHOUSE DOOR ONE WEEK PRIOR AS WELL.**

To indicate your understanding, please initial all items below:

____ 1. **Quiet Hours:** Quiet hours at Ashton Lakes are from 11 p.m. to 7 a.m. This includes the Clubhouse, its environs, and adjacent parking area, all of which must be vacated by 11 p.m.

____ 2. **Supervision:** You must personally provide continuous supervision of your guests and those of family members to ensure proper behavior and prevent misuse, damage, destruction, loss or theft of Ashton Lakes' property. You are personally and financially responsible for your own actions as well as those of all of your guests.

____ 3. **No Pool Use:** Renting the Clubhouse does not include rental of the pool. The pool must remain open to Ashton Lakes residents and their guests.

____ 4. **Use of Supplies and Designated Tables on Veranda:** Plan to bring your own supplies and/or replace any that you use within the Clubhouse. *Clubhouse reservation allows for exclusive use of the five (5) round tables on the South side of the veranda area. Please understand that the four tables on the West side are for use by other residents and guests using the pool area. Access to the restrooms is to be left open as well as ingress and egress to the pool.*

____ 5. **Cleaning:** The Clubhouse and covered veranda must be cleaned thoroughly and ready for use by the next person(s) by 9 a.m. the following day. Tile floor is to be swept, restrooms cleaned, trash placed in dumpster, grill (if used) cleaned and covered, and chair/tables returned to their normal places. Any additional cleaning, which requires being done by Ashton Lake employees or a cleaning service, will be billed or deducted from the reservation deposit of \$250.

____ 6. **Securing Premises:** When leaving, you are personally responsible for the following: 1) **TURNING OFF** all fans, lights, and stove; 2) **SETTING A/C** to 77 degrees; and, 3) **LOCK** all Clubhouse and restroom doors.

____ 7. **Usage Fee:** A non-refundable usage fee of \$25 is required and paid along with the completed application. (NOTE: This is NOT a cleaning fee.)

___8. **Deposit:** A separate check in the amount of \$250 will be required with the completed application. The deposit will be refunded after Clubhouse inspection by management. Failure to conform to the Rules and Regulations of Ashton Lakes Community Association, Inc. and this agreement may result in the full forfeiture of the \$250 deposit. NOTE: Your two (2) checks will be deposited on the date the application is received.

___9. **Special Provisions:** *No application will be accepted unless signed by all owners or lessees of the aforementioned unit; and, in the event the reservation is made by one or more lessees, each lessee must also sign this reservation request. Each applicant by signing his/her name hereto warrants each signature to be genuine. As written in our Rules and Regulations: This rental cannot be used for commercial enterprise.*

___10. **Liability and Indemnification:** Each undersigned applicant promises, covenants, and agrees with each other, the Ashton Lakes Community Association, Inc. and its members, to be fully responsible for all injuries and/or deaths caused by any applicant hereof or by his/her/their guests of any of applicant's family; and each applicant promises, covenants, and agrees with each other, the Ashton Lakes Community Association, Inc. and its members to indemnify, protect, defend, and save harmless said Association and its members (exclusive of the applicant(s) from any claims and/or lawsuits arising from or related to injuries and/or deaths occurring in connection with this reservation. All liability of each applicant shall be joint and several and shall be binding upon their heirs, assigns, and personal representatives.

___11. **Reservation Process:** Acceptance or rejection of this application shall be at the sole and absolute discretion of the Manager of Ashton Lakes Community Association, Inc. Upon acceptance, all of the rules and agreements comprehended herein shall become effective.

EACH OF THE APPLICANTS WHOSE SIGNATURE APPEARS BELOW ACKNOWLEDGES READING AND UNDERSTANDING THIS ENTIRE RESERVATION REQUEST AND AGREEMENT AND ACKNOWLEDGES HAVING BEEN AFFORDED THE OPPORTUNITY OF CONSULTING WITH AN ATTORNEY OF HIS/HER/THEIR CHOICE BEFORE SIGNING THIS FORM.

This writing shall take effect as a sealed instrument.

All applicable signatures are required (see Item #9).

SIGNATURE: _____ Date _____ Phone _____
Owner #1

SIGNATURE: _____ Date _____ Phone _____
Owner #2

LESSEE #1: _____ Date _____ Phone _____

LESSEE #2: _____ Date _____ Phone _____

Date Deposits Rec'd Date: _____ To acctg. for deposit: _____

Date Deposit Returned: _____ Amount: _____

Application Approved/Denied: _____

David Ricereto, Manager