

PECCOLE RANCH COMMUNITY ASSOCIATION CLUBHOUSE RESERVATION

HOMEOWNER'S NAME: _____

ADDRESS: _____

TELEPHONE: HOME _____ WORK _____

DATE NEEDED: _____ TIME FROM: _____ TO: _____

TYPE OF EVENT: _____ # OF GUESTS: _____

WILL USE OF KITCHEN FACILITIES BE REQUIRED?: _____

WILL EVENT BE CATERED?: _____ CATERER'S NAME: _____

WILL THERE BE ENTERTAINMENT?: _____

IF SO, NATURE OF ENTERTAINMENT: _____

NO ALCOHOL ALLOWED

If any type of alcohol is found in the PRCA Clubhouse or on the PRCA premises by our Courtesy Patrol during your social event, the party host must remove it from the area. If Wackenhut returns and finds that the alcohol has NOT been removed, they have the authorization to shut down your party and ask you to leave.

_____ SIGNATURE AND DATE

Separate checks, one in the amount of One Hundred Dollars (\$100.00 effective January 1, 2009) per day usage fee, and one in the amount of Two Hundred Dollars (\$200.00 effective July 1, 2005) refundable cleaning deposit, made payable to: Peccole Ranch Homeowners Association. I understand the deposit is refundable upon return of the key and verification that the Clubhouse has been cleaned. I understand that if I choose to cancel my reservation, I must do so three weeks prior to the reservation or the \$100.00 usage fee will be forfeited. Loss of the key will result in forfeiture of the deposit as this will necessitate a lock change.

I understand I am responsible for any liability resulting from the above function. I further understand that I am responsible for the conduct of my guests, attendees and vendors, and that violations of any of the Guidelines and Restrictions may result in forfeiture of part or all of my damage deposit(s). I agree to abide by the CC&R's regarding use of the common area and visitors. I agree to return the Clubhouse to a clean and undamaged condition. I will abide by all State and local laws regarding alcohol, drugs and other controlled substances. I understand that by signing this form, I, my family, and guests agree not to consume alcohol and release from liability and hold harmless the Peccole Ranch Community Association for any injury occurring to me, my family, vendors and guests related to this private reserved event.

By signing below, I certify that I am the legal owner of the above described property in Peccole Ranch. I have also been give a copy of the rules and prohibited uses for the clubhouse and agree to abide by them.

Please note: There is not a telephone available on the premises.

Signature: _____ Date: _____

**PECCOLE RANCH COMMUNITY ASSOCIATION
CLUBHOUSE RESERVATION GUIDELINES**

The Peccole Ranch Clubhouse is intended for the use and enjoyment of our residents and their guests. It is not intended as a profit-making center for either the Association or any reserving party. The homeowner must be in good standing, meaning no outstanding assessments and/or violations or have any pending non-compliance or unresolved issues. There will be no sub-letting of the facility to any third party. There will be no checks accepted for any of the deposits unless they are from the owner or tenant. UNDER NO CIRCUMSTANCES WILL A 3RD PARTY CHECK BE ACCEPTED. We welcome the cooperation of everyone adhering to and upholding the following rental guidelines. The reserving resident is responsible for the action and conduct of any guests, attendees or vendors involved with the reservation. Violation of these policies may result in the reserving resident losing all or part of the damage deposit and/or the privilege of reserving the facilities.

Calendar:

- Reservations are taken for only the current calendar month and the following 3 months. No exceptions will be made.
- Reservations will not be accepted on dates set aside for PRCA functions.
- PRCA reserves the right to close the facility on any date deemed necessary.
- Reservations will not be accepted until PRCA is in receipt of all deposits and fees. No exceptions will be made.

Deposits and Fees:

- Clubhouse Rental Fee \$100.00 (effective January 1, 2009)
- Cleaning Deposit \$200.00 (effective July 1, 2005)

Two separate checks will be required. If there is no cleaning charge, property damage or agreement violations, the deposit check will be returned when the key is returned to the office. Make all checks payable to Peccole Ranch Community Association. A \$50.00 fee will be charged to the homeowner's assessment account for any returned NSF checks.

Applications

- All applications must be made and signed by a PRCA property owner. Tenants may use the Clubhouse with a letter and/or a signature from the Property Owner, assuming all responsibility.
- The same PRCA resident who signed the Reservation Form must also be present at the event at all times.
- All fees and deposits must be furnished from a PRCA property owner.

Hours Available and Maximum Occupancy

- The Clubhouse is available on Fridays 4:00 p.m. to midnight and 9:00 a.m. to midnight on Saturday and Sunday.
- All festivities scheduled for Saturday, and Sunday must conclude no later than 11:00 p.m., allowing one hour for clean up.
- Parties needing extra set-up or clean-up time must make arrangements when booking the reservation. The Clubhouse will be made available to you only on the date of your reservation. If any equipment or cleaning is left overnight, you will be subject to additional rental fees.
- Maximum occupancy for the Clubhouse is 60 persons.

Set Up and Clean Up

- The reserving party shall arrange for all deliveries and pick-ups, and must be present to handle them. PRCA will not sign for deliveries or give vendors, guests, etc. access to the facility.
- PRCA furnishings cannot be removed from the Clubhouse interior without prior approval.
- PRCA will not be responsible for or store any equipment, furniture, or supplies delivered to or left on the premises. You are responsible for locking all doors upon departure.
- Clubhouse clean-up consists of charges listed below if PRCA has to do it:
 - ✓ Wiping off and returning all PRCA tables and chairs to proper storage - \$50.00
 - ✓ Wiping down all kitchen surfaces, including stove, oven, microwave and refrigerator - \$15.00
 - ✓ Removing all leftover food and equipment from the kitchen - \$10.00
 - ✓ Sweeping/mopping the kitchen floor - \$15.00
 - ✓ Emptying trashcans and carrying trash bags out to the parking lot trash dumpster - \$25.00
 - ✓ Checking the restrooms for debris and trash; wiping down counters and mirrors - \$15.00 per bathroom
 - ✓ Cleaning/mopping the clubhouse floor - \$25.00
 - ✓ New stains on grout, cracked and/or chipped tiles - \$135.00 to have grout professionally cleaned and/or to have tile removed and replaced.

NOTE: Cleaning supplies and equipment are NOT provided.
Please bring your own.

Initial

Please sign your initials above if you agree to abide with our Set Up and Clean Up Rules.

Noise Restrictions:

Peccole Ranch is a neighborhood community with residences in close proximity to the Clubhouse facility. Noise disturbance is of utmost concern to our residents. Cooperation and consideration, from the reserving parties, is not only requested, but required. Violations of the following restrictions may result in forfeiture of deposits:

- Live bands or disc jockeys are allowed ONLY INSIDE of the Clubhouse.
- No outside music or speakers are allowed.
- Clubhouse doors are to REMAIN CLOSED AT ALL TIMES to contain noise.

PROHIBITED USES:

Initial No Decorations Of Any Type Are To Be Put Onto Clubhouse Walls and/or Ceilings. *No nails, thumbtacks, hooks, or tape.*

Initial If grout becomes stained or a tile is cracked and/or chipped, the Homeowner will be charged \$135.00 to have the grout cleaned and/or to have a tile removed and replaced.

Initial Outdoor items such as: *tiki torches, portable water slides, etc. are prohibited at all times.*

Initial The park area is subject to the same rules and guidelines as the Clubhouse.

Cancellation Policy:

- Cancellations must be made 3 weeks prior to your scheduled reservation.
- Cancellations made after the 3-week period will forfeit the \$100.00 rental fee.
- Deposit checks will be returned.

I hereby acknowledge that I have read, understand, and will abide by the Reservation Guidelines.

Signature

Date

Key Pick-Up:

- Keys will be available on the Friday prior to your function. The Office will call to remind you. Please do not forget to pick them up between 7:30 a.m. and 3:00 p.m.
- Remember to keep the doors locked if you are not present. PRCA will not be responsible for theft or damage resulting from un-locked doors.
- Office Hours are as follows: Monday – Friday from 7:30 a.m. – 4:00 p.m.
IN CASE OF EMERGENCY, CONTACT SECURITY PATROL AT 683-1022