

**Forest Hill Villas Garden Condominium Association, Inc.**

**Clubhouse Reservation – Deposit – Release Form**

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**RULES FOR CLUBHOUSE USE**

It is intended that the use of the Clubhouse will cause no disruption of customary activities taking place at the recreational facilities, nor disturb or disrupt in any way the peaceful enjoyment by residents of their homes or use of the common areas. The Clubhouse may only be reserved by an owner or registered lessee for gatherings such as baby showers, wedding receptions, birthday parties, etc. **The Medeco Key opens up the Clubhouse.**

**We tender \$300.00 for use of said room and \$500.00 security deposit.**

Rules of the Clubhouse must be strictly adhered to:

1. No more than 50 persons in the room.
2. No alcoholic beverages or smoking permitted.
3. No pets or animals.
4. You are responsible for your guests at all times.
5. Children’s parties must be chaperoned at all times.
6. All of the Declarations of Covenants, Conditions, Restrictions, Rules and Regulations of Forest Hill Villas Garden Condominium Association, Inc. are applicable.
7. No person in attendance shall use the pool or be upon the pool deck, billiard room, card room or tennis court.
8. Clubhouse for parties is 9:00am- 10pm. NO function may extend past 10pm. Maximum rental time is 6 hours.
9. There will be no loitering, disturbances or partying in the parking lot or other common areas of Forest Hill Villas.
10. All air conditioners/lights must be turned off before leaving, and Bathrooms (including toilets) must be cleaned. Mirrors must be polished and floors mopped.
11. The meeting room must be cleaned; floors mopped/vacuumed, mirrors, windows and doors polished.
12. The kitchen is to be cleaned; floor mopped/vacuumed; food removed from refrigerator; refrigerator cleaned and trash cans emptied. Trash/garbage must be disposed of in dumpster.
13. All tables and chairs must be returned to their original location.
14. **NO** tying balloons or any type of decorations with string to the ceiling fans.
15. No parking in mail pickup or owner parking slots. Subject to Towing.
16. Keep clubhouse doors closed.
17. Air conditioning cannot be lower than 75 degrees. Reset A/C to 80 when finished with function.

Owner/registered lessee assumes all responsibility for any damages incurred for duration of reservation. Owner/registered lessee accepts all liability for action taken. Parties must be chaperoned. Owner/Registered Lessee must be in attendance for entire duration of reservation.

The Clubhouse will be inspected prior to and immediately after the reservation function by a member of the Board of Directors or their designated representative. If the inspection uncovers no violations and the club house is in its original condition, the \$500.00 deposit will be returned within three (3) business days. Your liability for damages is not, however, limited to the amount of the security deposit. If cleaning is required to return the club house to its normal configuration, the cost of \$50.00/hour will be deducted from the security deposit.

Call Management for information on clubhouse rental/deposit return.

**I UNDERSTAND AND WILL COMPLY WITH ALL RULES FOR THE CLUBHOUSE**

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Function: \_\_\_\_\_ # of Guests: \_\_\_\_\_ Hours to be used: \_\_\_\_\_

Owner’s Address at Forest Hill: \_\_\_\_\_ Date of Function: \_\_\_\_\_

Signature of Owner/Lessee \_\_\_\_\_

Printed Name \_\_\_\_\_

Witnessed By \_\_\_\_\_

Deposit Returned to: \_\_\_\_\_ On: \_\_\_\_\_