

**SUMMIT PARK HOMEOWNERS ASSOCIATION
CLUBHOUSE RESERVATION FORM**

Date of Application: _____ Date of Event: _____

Homeowner's Name: _____ Tenant's Name: _____

Address: _____

Phone – Home: _____ Work: _____ No. of Guests: _____

Description of the Event: _____

Time – From: _____ TO: _____

ACKNOWLEDGEMENTS: I hereby acknowledge receipt of the Rules and Regulations for the Clubhouse and further acknowledge that I have read and fully understand and agree to abide to the same. I further acknowledge that I am only renting the Clubhouse facilities and no other portion of the Recreation Center will be used by me and/or my guests.

RENTAL FEE: I acknowledge that there is a rental fee for the Clubhouse plus a security deposit as stated below. I also acknowledge that I need to give at least a 24 hour notice of cancellation or my deposit may be forfeited.

KEY RETURN: Failure to make arrangements to return the key within 24 hours **will** result in a \$25.00 per day charge until the key is returned.

SECURITY DEPOSIT: I acknowledge that there is a **\$250.00** security deposit which is REFUNDABLE and a **\$100.00** rental fee which is not refundable. I further acknowledge that the \$250.00 security deposit is NON-REFUNDABLE if the facility is not clean, there are any damages, and/or the Patrol Service or Police are called out.

*** INSURANCE - Homeowner represents and warrants that Homeowner has in effect during the Event Rental Date a policy of insurance, in the amount of \$1,000,000.00, that provides coverage for any claims, damages and/or injuries arising out of the use of the Clubhouse. Homeowner agrees to name as additional insureds the Association and its officers, directors and agents, and provide written evidence of same no later than five (5) business days before the Event Rental Date. Failure to provide evidence of such insurance will result in the cancellation of the Event and of this Agreement, with no obligation due Homeowner nor exposure of liability to Association.**

I hereby agree that as a responsible adult Homeowner, I will be present at all times during the event and I will be responsible for the conduct of my guest(s) and any and all damages resulting from this event.

Homeowner's Signature

CLUBHOUSE RESERVATION FORM AND DEPOSIT CHECK (TO INCLUDE \$100.00 RENTAL FEE) MUST BE RETURNED TO STONEKASTLE COMMUNITY MANAGEMENT, INC. AT LEAST FIFTEEN (15) DAYS PRIOR TO THE EVENT OR THE RESERVATION WILL BE DENIED/CANCELLED-NO EXCEPTIONS!

PLEASE RETURN THE SIGNED FORM AND CHECK COVERING DEPOSIT AND FEE FOR A TOTAL OF \$350.00 TO MANAGEMENT

<p style="text-align:center">SUMMIT PARK HOMEOWNERS ASSOCIATION CLUBHOUSE RULES AND REGULATIONS</p>

You are encouraged to support these rules and regulations in order that our community maintains its pleasurable environment, as well as property values, keep the common area maintenance fees to a minimum, and ensure the recreation facilities are safe. By following these rules and regulations, we also keep our monthly association dues from rising.

Remember, it is your responsibility to report offenses that jeopardize our common well-being to the Board of Directors. Reports will be well received and acted upon. The Board of Directors is committed to seeing that the Rules and Regulations will be observed. **Report any incidents to StoneKastle Community Management at 714-395-5245 or by emailing Maryanne@StoneKastle.com.**

- All facilities must be used under agreements and conditions established by the Board of Directors. The application form for using the facilities can be acquired from StoneKastle Community Management, Inc. **The form must be completed and signed by a mature Association member, 21 years or older, who is in good standing.**
- **The reservation form must be completed and submitted no later than fifteen (15) days prior to the event, accompanied by a ~~\$100.00~~ \$350.00 check or money order. ~~Twenty-five dollars~~ \$100.00 is a non-refundable rental fee and ~~\$75.00~~ \$250.00 is a refundable deposit, providing all of the provisions are met. If the reservation form is not received by management AT LEAST fifteen (15) days prior to the event, the reservation will be denied/cancelled – NO EXCEPTIONS WILL BE MADE.**
- **Any damage, breakage, or theft that occurs during a private function will be reimbursed to the Association out of the ~~\$75.00~~ \$250.00 deposit.** Any cost beyond that will be billed to the person who rented the Clubhouse.
- Arrangements must be made to return the key to the Clubhouse within twenty-four hours of the event. Failure to return the key or make arrangements to return the key within this twenty-four hour window will result in a \$25.00 per day charge until the key is returned or arrangements are made to return it. These amounts will be deducted from the security deposit.
- Facility hours are: **Sunday through Thursday: 8:00 a.m. to 10:00 p.m.** Activities must cease by 9:30 p.m. with premises vacated by 10:00 p.m. The facility hours from **Friday and Saturday are: 8:00 a.m. to 11:00 p.m. – ADULT ACTIVITIES.** All music on Fridays and Saturdays must cease at 10:00 p.m. **THERE IS NO RENTAL OF THE FACILITY ON ANY HOLIDAY.**
- *** INSURANCE - Homeowner represents and warrants that Homeowner has in effect during the Event Rental Date a policy of insurance, in the amount of \$1,000,000.00, that provides coverage for any claims, damages and/or injuries arising out of the use of the Clubhouse.**

Homeowner agrees to name as additional insureds the Association and its officers, directors and agents, and provide written evidence of same no later than five (5) business days before the Event Rental Date. Failure to provide evidence of such insurance will result in the cancellation of the Event and of this Agreement, with no obligation due Homeowner nor exposure of liability to Association.

If you plan to serve alcohol, you must state this in your application and you must make arrangements for a security guard to be present. You must be able to prove that you have secured the services of a security guard at the time you pick up the key. This is mandatory per new laws governing Homeowner's Associations with

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Clubhouses. CALIFORNIA SAFETY AGENCY SECURITY MAY HAVE AN HOURLY RATE FOR SERVICE. THEY MAY BE CONTACTED BY CALLING (866)-996-6990.

Loud and boisterous conduct shall not be permitted. At the discretion of the adult resident sponsor, the Board of Directors or the security service, the function may be stopped, guests asked to leave, and any deposits may be forfeited.

You may **NOT** ask other residents to leave the pool area because of your party. The pool area is open to all residents of this community during operational hours. You do not have exclusive rights to the pool by renting the Clubhouse.

Youth activities should include one adult per ten minors' age twelve and under. Two on-premise chaperones must accompany activities for ages thirteen through eighteen.

The maximum occupancy of the Clubhouse is 16 people.

Facility keys will be issued for each event at the time of the walkthrough by a member of the Recreational Committee and must be returned as arranged at the time of the walkthrough.

Supplies you will need to bring along with you are: cleaning rags, can opener, broom, ice and any other supplies appropriate to your event. Chairs and tables are provided in the Clubhouse. All other supplies are to be furnished by the homeowner. Trash is to be bagged and removed from the room, either to the trash receptacles near the pool or taken home. **You cannot bring barbeque equipment, grills or kegs of beer for your event.** The outdoor pool furniture cannot be reserved. Before you leave the Clubhouse, you must turn off all lights and thermostat and make sure all doors and gates are securely locked.

The Board of Directors reserves the right to amend these Rules and Regulations at any time.

