

Silverlakes - Gateway HOA Clubhouse
Main Room Reservation Agreement

Revised 01/15/2014; 11/4/2016; 1/1/2021;10/27/2021
(Requirements governed by the HOA Clubhouse Use
Policy)

Homeowner: _____ Phone: _____

Address: _____

Clubhouse reservation date (see Note 7): _____ Time of event: _____

Description of Event: _____

Expected # of People: _____ (Clubhouse occupancy is limited to maximum of 100 people)

The Homeowner, by signing this agreement for the reservation of the Clubhouse, agrees to the following:

1. The Homeowner agrees to comply with all Clubhouse Rules defined in the “Silverlakes Clubhouse General Use Policy”.
2. The Homeowner will be present at the event. The homeowner agrees to NOT bring into the clubhouse additional furniture (tables & Chairs); the rental agreement is to only use the existing furniture.
3. Payment of \$235.00 refundable deposit. See below Note 1.
4. Payment of \$25.00 NON-REFUNDABLE donation is required for HOA inspection of facility following the event.
5. Silverlakes HOA is not liable for any bodily injury to anyone participating in the above event.
6. The homeowner has homeowner's (or renter's) insurance and thus will assert no claim of coverage under any of the HOA's insurance policies.
7. The event participants are not permitted to use the lawn areas, **fitness room** or the **office** as part of this rental. The swimming pool and area may be used but must be shared with Silverlakes residents.
8. Absolutely no commercial activity of any type is permitted.
9. Events should end NO LATER than the times indicated: Sunday-Thursday: 11:00 P.M.; Friday-Saturday: Midnight
10. Loud noise emanating from the Clubhouse is not permitted and will not be tolerated. Homeowner agrees to respect rights of other residents and to control noise to a level which does not disturb those residents living close to the Clubhouse. Inflatable toys, such as a ‘bounce house, climbing wall, etc., are prohibited.
11. **Please keep exterior doors closed during event to help with the cost of utilities (AC).**
12. The Clubhouse MUST be left in good condition following the event. A Silverlakes Clubhouse Rental Checklist will be provided to the Homeowner at time of submission of this signed document to the office of the HOA’s Management Services Organization. A list is also posted in the Clubhouse kitchen area. A third party, acting on the instructions from the HOA, will also perform an inspection following the event using the same checklist provided to the Homeowner. **The amount of deposit refund will be directly influenced by the third-party inspection results.**
13. You must have a copy of this agreement at your event to show the Security Officer at their request. It is your responsibility to obtain a copy from the Property Management Company.

Note 1: Failure to comply with the above agreement may result in partial or total loss of the refundable deposit. Should any damage to the clubhouse exceed the refundable deposit amount, all sums owed as a result of this agreement, or as a result of a breach of this agreement, including interest, costs, and attorney's fees, shall be treated as an assessment against the homeowner's Silver Lakes residence for which the HOA may exercise its lien/foreclosure or Clubhouse use suspension authorities. The Homeowner should inspect the Clubhouse prior to and after each event to establish the Clubhouse condition. The Management Services Organization should be notified of any discrepancies of the Homeowner inspections. **Note**

2: All money and /or checks received from the Homeowner WILL BE DEPOSITED to the HOA bank account

(General) Fund. The refundable deposit will be re-issued once the inspections are completed.

Note 3: Parking on Clubhouse grassed areas or other grassed areas in the community are not permitted.

Note 4: Except for normal use, keep all doors closed during the event.

Note 5: Guest entry to Silverlakes can be obtained by calling the number for Clubhouse at gate call box located at entrance.

This will call the Clubhouse phone. Enter "99*" on Clubhouse phone to initiate gate opening.

Note 6: The clubhouse is a NON-SMOKING facility the renter will enforce. Also, no fires, lit candles or fireworks are permitted. Battery operated candles are permitted and recommended.

Note 7: Rental Agreements can only be submitted 120 days in advance.

Note 8: For Clubhouse main room access from the hallway door, you must either go to the Property Management Company office and pick up the Clubhouse Rental Proxy Card or arrange for the property manager to bring it during their Wednesday clubhouse visit-either option cannot occur any earlier than the Wednesday prior to your reservation. Once your reservation is complete, this proxy card must be dropped into the drop box by the entrance to the clubhouse. If this card is not returned, \$50 of your deposit will be withheld.

Homeowner's Signature: _____ Date: _____

Refundable Deposit Received: _____ Non-Refund Donation Received: _____

Refund Amount Returned: _____ Date Returned: _____

Management Services Organization: _____