



CLUBHOUSE RULES AND REGULATIONS **FOR PRIVATE PARTIES**

The Association takes pride in presenting our residents with a beautiful Clubhouse in which to relax with neighbors, friends and guests. These rules and regulations are established to permit any resident of **THE VILLAS AT APPLE CREEK** to enjoy use of the Clubhouse without infringement upon the privileges of other residents and their guests. The reserved date and hours shall be posted on a calendar at www.acvillas.com (our villas website).

The renting party shall:

1. Be completely responsible for their guests at all times.
2. Assume full responsibility for any damage to the Clubhouse, or to articles in the Clubhouse, and for theft of any property.
3. Not permit guests to have use of the Pool or Fitness Room.
4. Not permit guests to park in resident parking areas. Clubhouse parking lot and street parking only will be permitted.
5. Not permit loud, boisterous noises, profanity, or any offensive behavior.
6. Not permit any live or amplified music without prior consent of the Association.
7. Not permit pets or animals of any kind in the Clubhouse area at any time.
8. Not use Clubhouse for sales activities or any other commercial use.
9. Not reserve the Clubhouse on behalf of any outside organization. The Association may consider a written request for an exception to this rule, however, an overt violation will result in deposit forfeiture.
10. Not have more than 90 guests.
11. Ensure that guests under 17 are accompanied at all times.
12. Assure that guests depart in such a manner that they do not disturb other residents.
13. Leave the Clubhouse in a clean condition as prescribed on the Clubhouse Clean-Up Checklist. The cost of any labor for returning the Clubhouse to its original condition will be first deducted from the deposit and any additional balance due shall be paid upon presentation of a statement.
14. Understand that no party items shall be furnished by the Association. **All supplies must be furnished by the renting party.**
15. Close and secure the premises, lock all doors by the following hour: 1:00 a.m. on Friday and Saturday nights, and 11:00 p.m. on all other nights.

No events will be booked for residents under the age of 21. Adults (21 and over) may make reservations, and must be present for the event. Renting party MUST have at least one of the owners present during their party. ****Renting party must have the Clubhouse cleaned by the end time stated on the reservation form.**

CLUBHOUSE CLEAN-UP CHECKLIST

- ___ All Furniture Returned To Original Position
- ___ Kitchen Counters Wiped
- ___ Kitchen Floors Swept and Wiped or Mopped
- ___ ALL Dishes Washed and Put Away
- ___ Cigarette Butts Removed from Front Walk/Parking Lot
- ___ Lobby Area Swept /Vacuumed /Mopped
- ___ Bathrooms
 - ___ Swept / Mopped
 - ___ Counters Wiped Up
 - ___ If Toilets are stopped up — they must be fixed.

- ___ Tables in Clubhouse Wiped Down
- ___ Trash Taken Out of Kitchen and Both Bathrooms
- ___ Trash Can Liners Replaced
- ___ Turn Off Lights
- ___ Lock all Doors - Secure Building

Checklists are also found in the Clubhouse kitchen area

No resident may make advanced reservations for use of the Clubhouse on a weekend (Friday, Saturday or Sunday) more than three (3) times during a social calendar year. There is no limit to the times a resident may make advanced reservations of the Clubhouse on weekdays (Monday-Thursday). A separate \$175 security deposit is required at least 48 hours prior to the scheduled event. Checks shall be made payable to **Pfefferle Management**.

The Association or Owners shall not be responsible for any articles, personal or otherwise, which are lost, stolen, or missed by any resident, guest or friend.

I HAVE READ THE FOREGOING RULES AND AGREE TO ABIDE AND HAVE MY GUESTS ABIDE BY THE SAME.

RENTING PARTY'S SIGNATURE: _____

DATE: _____



CLUBHOUSE RESERVATION FORM & AGREEMENT

NAME: _____ PHONE: _____

ADDRESS: _____

DATE & DAY OF RESERVATION: _____

IS THIS RESERVATION BEING MADE ON BEHALF OF AN OUTSIDE ORGANIZATION OR FOR COMMERCIAL USE? YES _____ NO _____

I have read THE VILLAS AT APPLE CREEK rules and agree to abide by them. I fully understand that any costs incurred or penalties assessed by THE VILLAS AT APPLE CREEK CONDOMINIUM ASSOCIATION, through the use of these facilities by me and/or my guests shall be first deducted from the deposit, and that any additional balance due shall be paid by me upon presentation of a statement. I will have no more than _____ guests. I wish to use the clubhouse between the hours of _____ and _____ on _____.

Agent: _____

Renting Party: _____ Date: _____

DEPOSIT REQUIRED: \$175.00 (separate check for the \$175.00 deposit)

FEE REQUIRED: \$75.00 (separate check for the \$75.00 fee)

ALL CHECKS SHOULD BE MADE PAYABLE TO: **PFEFFERLE MANAGEMENT**. Please contact Pfefferle Management for any questions regarding your reservation at 730-4284, as they handle all of your Clubhouse needs.