

**For Office Use ONLY**

Use Fee Check # \_\_\_\_\_ Date Received/Posted: \_\_\_\_\_ / \_\_\_\_\_ Event Date: \_\_\_\_\_

Deposit Check # \_\_\_\_\_ Date Received/Refunded: \_\_\_\_\_ / \_\_\_\_\_ Key/CARD # \_\_\_\_\_

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**REDLAND HEIGHTS HOA  
FACILITY RESERVATION AGREEMENT**

Event Date: \_\_\_\_\_ Event Time (End by 10): \_\_\_\_\_

Homeowners Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Email\*: \_\_\_\_\_ Phone: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Guests (25 guests): \_\_\_\_\_

**RESERVATION, RENTAL CHARGE, AND SECURITY DEPOSIT**

The Property Owner shall pay to Redland Heights Owners Association as a Reservation and Security Deposit the sum of \$75.00 to be held by Redland Heights Owners Association as surety for proper clean-up, which is sole responsibility of the Property Owner and to provide reimbursement for repair or replacement of Redland Heights Owners Association's property or equipment required because of damage sustained incident to The Property Owner's use of Clubhouse premises. The deposit must be received in our office no later than seven (7) business days from the date of making the reservation. Said deposit is to be refunded to The Property Owner upon inspection of the premises, common areas owned by the Association and/or other areas maintained by the Association. The amount of such deduction shall be at the absolute discretion of the Manager. Further, Property Owner agrees to reimburse Redland Heights Owners Association, upon demand, any sum required for security, clean-up, repair or replacement. (PLEASE MAIL A CHECK MADE PAYABLE TO THE REDLAND HEIGHTS OWNERS ASSOCIATION. Check must be from resident "only".)

**LIFEGUARDS**

NO LIFEGUARDS ARE ON DUTY; SWIM AT YOUR OWN RISK. No more than 25 guests shall be allowed at private parties. The Property Owner agrees that he/she and all invited guests will abide by the pool rules and operation guidelines (copies attached) and all the terms and conditions of the Reservation Agreement.

**CONDUCT OF GUESTS: RULES**

The Property Owner is solely responsible for the conduct of guests or others on the Reserved premises incidental to or during the time of the lease. THE Property Owner MUST BE PRESENT ON THE RESERVED PREMISES AT ALL TIMES DURING THE RESERVATION PERIOD. Property Owner agrees to be responsible for strict observance and adherence by Property Owner and Property Owner's guests to all rules and regulations of Redland Heights Owners Association, regarding use of and conduct on the Clubhouse premises. A copy of such rules is attached hereto and is part hereof. CLEAN UP IS THE RESPONSIBILITY OF THE HOST MEMBER.

**Guest parking is permitted on the street, but must not block driveways.**

**ALL TRASH AND GARBAGE MUST BE REMOVED FROM THE SITE AFTER THE PARTY.  
FURNITURE MUST BE PUT BACK WHERE IT WAS FOUND.**

**INDEMNITY**

Property Owner, by accepting this lease, agrees to release Redland Heights Owners Association, its officers, directors and employees from all damages and claims of every kind, whether to person or to property, arising incident to or during the Property Owner's use of the leased premises and Property Owner agrees to hold the Redland Heights Owners Association, its officers, directors and employees harmless from any damage, claim, lawsuit or judgment sustained by Property Owner or any of its agents, employees, invitees, guests, or any other persons, including caterers, on the Clubhouse premises incidental to or during the time of the Reservation, and to indemnify the Redland Heights Owners Association, its officers, directors or employees against any and all claims, demands, lawsuits or judgments arising from the negligence of the Redland Heights Owners Association, its officers, directors or employees.

**INSPECTION AND TERMINATION**

A member of the Board of Directors or other agent of Redland Heights Owners Association, shall have the right to inspect the lease premises during the term of Property Owner's rental of same and may demand cessation of any function and request guests to leave the premises if the rules and regulations are not observed. The Board of Directors or any agent so empowered by them shall also have the right to terminate this agreement for any reason, including but not limited to non-payment of fees or deposits, and this agreement shall be null and void. In the event this agreement is terminated for nonpayment of fees, the above Security Deposit shall be forfeited to Redland Heights Owners Association.

**ALCOHOLIC BEVERAGES: ALCOHOLIC BEVERAGES ARE PROHIBITED!**

**YOU ARE REQUIRED TO LEAVE THE CLUBHOUSE, KITCHEN AND BATHROOMS CLEAN. IF THEY ARE NOT CLEAN WHEN YOU ARRIVE AT THE FACILITY, CALL THE ASSOCIATION OFFICE.**

**The air conditioner must be turned off after the use of the clubhouse.**

**NO SMOKING PERMITTED!**

**USAGE RESTRICTION: the clubhouse is to be used for community and social/family gatherings. No personal business usage is permitted (ex. Pampered Chef, Avon, Mary Kay).**

**YOU MAY PICK UP THE KEY TO THE CLUBHOUSE AT OUR OFFICE AT 14603 Huebner Road, Building 40, THE DAY BEFORE YOUR EVENT AND RETURN IT THE NEXT BUSINESS DAY AFTER YOUR PARTY.  
OFFICE HOURS: 8:30 AM – 5 PM.**

**Homeowners Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Printed Name: \_\_\_\_\_**

**DAMC Representative: \_\_\_\_\_ Date: \_\_\_\_\_**