

After the Management has received the application form and the moneys required, they will forward the form, including the check numbers for the moneys, to the CFC for final approval by the committee and their liaison officer. The resident will then be informed that the Clubhouse rental has been approved and the event will be posted on the bulletin board calendar by the CFC

The sponsoring resident is responsible for leaving the facilities in a neat and clean condition after use. Should a post-party inspection (held the next day by the CFC) determine the need for additional cleaning or repairs, the Sponsoring resident will be charged accordingly as an assessment against their unit. Such assessment shall be due the following month and approved by the CFC liaison officer.

- 3.1 **Size:** Private parties are limited to a maximum of 50 guests. A larger attendance will be given consideration upon application, subject to the Board of Director's approval
- 3.2 **Maximum Time Usage:** The maximum period of use for private parties six (6) hours in addition to the necessary set-up time which must be on the day the Clubhouse is reserved.
- 3.3 **Maximum Number of Uses:** The use of the Clubhouse for private parties by any one resident shall be limited to eight (8) times per year, unless otherwise approved in writing by the Board of Directors.
- 3.4 **Parking:** The sponsoring resident must arrange for the guests' parking. There will be no parking on the streets (except with the Board's permission at specified locations), on grassed areas or in other resident's driveways without prior permission. No plan will be approved which inconveniences other residents. The sponsor will be responsible for any reported damage to private or community property. All guests are expected to observe the Rules and Regulations contained herein and it is the sponsoring resident's responsibility to inform his guests accordingly.
- 3.5 **Areas Reserved:** Residents renting the Clubhouse have exclusive use of the Clubhouse at the time designated for the event. If alcoholic beverages are served at a private party, use of the swimming pool is prohibited. All other facilities and the swimming pool shall be open to residents at all times. However a courtesy notice may be placed on the calendar to indicate a resident's wish to utilize the grills or any part of the Breezeway area. A sign-up sheet for tennis matches is located on the bulletin board in the Breezeway.
- 3.6 **Responsibilities:** The sponsoring resident has the responsibility for:
 - a. Personal attendance during authorized time.
 - b. Proper conduct of guests.
 - c. Repair or replacement of items damage during use.
 - d. Disposing of trash and garbage in the containers provided.