

Muirfield Condominium Association, Inc.
Clubhouse Reservation Form

Name: _____ Date: _____ Email: _____

Address: _____ Day Phone: _____ Night Phone: _____

I wish to reserve the Muirfield Clubhouse as follows:

Date: _____ Day: _____ Time: _____ Approximate # of Attendees: _____

Please initial the following

____ By signing this Reservation Request Form, I understand that I will be responsible for making certain that the Clubhouse is left in the same condition as it was found.

____ I will make arrangements to get the key on the day of the event or the Friday before the weekend of the event and will return the key on the first business day following the event. I agree under no circumstances to make or allow to be made any copies of the key, and to reimburse the Association in the amount of \$50.00 in the event of my failure to return it as agreed.

____ I understand that I must leave a damage deposit of \$100.00 which will be returnable upon inspection of the Clubhouse after the event

The hours of use for the Clubhouse for personal reasons will be 8:00 am to 10:00 pm

I am responsible to ensuring by 8AM of the day following the use of the Clubhouse and all the related equipment are left in the same condition in which I found them. I understand that my \$100 damage deposit will be returned to me within SEVEN (7) business days unless the facility is found to be damaged or not cleaned to the satisfaction of the Association, in which case my deposit will be retained to cover corresponding expenses. Should these exceed \$100, I agree to reimburse the Association as necessary.

I certify that I have read and understand the terms and conditions governing my use of the Muirfield Clubhouse, as detailed herein: _____

Signature

Approved by: _____ Date: _____

\$100 Damage Deposit Received (Refundable) Check Number: _____

Muirfield Clubhouse
Rules and Regulations

The following information is to acquaint each Muirfield Owner and resident with his/her obligations, while using the Muirfield Clubhouse. The intent is to be fair to all and to provide a social and recreational facility, in an equitable and impartial manner.

General Use: The Muirfield Clubhouse is to be used only by Owners of Muirfield, guests of Owners with the Owner in attendance, and Lessors of properties in Muirfield with the knowledge and consent of the Owner. Further, the Owner has been informed and understands the final responsibility of damage or cleaning is sole responsibility of the Owner. The Association's community manager will be responsible for taking reservations for the use of the facilities. A deposit will be required for all activities other than those sponsored by the Homeowners Association. Any person or persons authorized to hold a private affair in the Clubhouse will be responsible for leaving the facilities clean and in the same condition as it was found.

The Clubhouse tables, chairs, or common equipment of any kind shall not be removed from the premises. No Radios, CD players, or any other type of music player, will be allowed in the Clubhouse, unless they are used during a supervised recreational activity or private rental. No Skateboards, in-line skates, roller skates. Scooters (motorized or otherwise) or bicycles are allowed in any part of the Clubhouse, including the porch areas. All bicycles must be parked in the designated bike rack area.

Hours: Clubhouse hours are from 8:00 A.M. to 10:00 P.M. Monday through Sunday. The minimum rental period is 4 hours. The maximum rental period is 8 hours. Residents of Muirfield can reserve the Clubhouse for any day, but not on both days of the weekend, except with specific Board approval.

Attire: Shoes and shirts must be worn in the Clubhouse at all times. Bathing suits are not permitted in the Clubhouse.

Children: Children under twelve years of age must be accompanied by an adult while using the Clubhouse and all amenities.

Alcohol: Alcoholic beverages are not permitted in the Clubhouse, except during Association planned, permitted, and supervised recreational activities, or during private rentals.

Smoking: Smoking of any tobacco product is never allowed in the Clubhouse.

Conduct: Abuse of the Clubhouse facilities will constitute grounds for restriction of any further use of the Center by the Owner(s) deemed responsible. Any person(s) authorized to use the facility will be liable for the cost of repair resulting from damage caused directly or indirectly by themselves and/or their guests, to any Clubhouse property inside or adjacent to the facility, including landscaping. The Board of Directors of the

Association retains the right to suspend the use privileges of any Owner or Resident for any violation of these Rules and Regulations.

Facility Rental

The Clubhouse may be used for organized community events and parties.

The Clubhouse is not available for fundraisers or events of a political, religious, or promotional nature, except that candidates for public office may be invited to speak provided all candidates for the office are invited.

Availability Criteria: Reservations will be made through the Association's community manager, and will be made on a first come first serve basis. Reservations are available to Muirfield Owners and residents only, and must be made not less than 30 days in advance. Owners will need to complete an application and pay a security deposit.

The Clubhouse will not be available for private parties on the following days:

New Years Eve
New Years Day
Easter Sunday
Independence Day
Labor Day
Memorial Day
Halloween
Thanksgiving Day
Hannukah
Yom Kippur
Rosh Hashana
Christmas Eve
Christmas Day