

# Four Corners HOA

## Movie Room Reservation Agreement

The Four Corners HOA allows residents the use of the Clubhouse Movie Room for private functions and is limited to residents and their guests. The exclusive reservation is restricted to the Movie Room only. All other rooms may be occupied by other members. The resident reserving the Movie Room must be present during the function, and is responsible for all damages and cleanup.

DATE OF FUNCTION: \_\_\_\_\_

NUMBER OF GUESTS: \_\_\_\_\_

(Note: The maximum number of guests allowed by law is 5)

START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

RESIDENT NAME & ADDRESS: \_\_\_\_\_

HOMEOWNER NAME & ADDRESS: \_\_\_\_\_

HOMEOWNERS PHONE NUMBER: \_\_\_\_\_

HOMEOWNERS E-MAIL ADDRESS: \_\_\_\_\_

Reservations and Cancellations: A reservation must be accepted and confirmed, no later than 4 hours in advance.

**ALL RESIDENTS WHO RESERVE THE MOVIE ROOM MUST BE 18 YEARS OF AGE.**

\*Inspection: Within 24 hours, but not less than 4 hours prior to the reserved start time, the homeowner is required to do a "walk through" with the Management Designee. A formal inspection report will be completed and signed by both parties outlining the condition of all rooms. Where needed or desired, pictures will be taken. A post "walk-through" inspection will be done within 2 hours of a daytime reservation or by 10am the following morning after an evening reservation. If everything is fine, only then, will you receive your deposit back. The return of the deposit may take up to 48 hours to complete.

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\*Homeowner Initials

\*CLEANING: The cleaning of the Movie Room after the function is the responsibility of the homeowner/resident and includes removal of all trash from the Movie Room and placing it into the clubhouse exterior dumpster. Please make sure the hallway, used by the guests to get to the bathrooms are also cleaned. Trash left by guests in the parking lot or other areas of the Clubhouse is the responsibility of the homeowner and must be removed. This shall be done prior to the "post use" inspection.

If homeowner is unable to satisfactorily clean the facility a cleaning charge will be assessed to the homeowners account.

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\*Homeowner Initials

\*Reservation Ending Time: All parties/functions must end by 11:00pm Sunday — Thursday and midnight Friday — Saturday and cleanup must be completed within 1 hour of reservations contracted conclusion.

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\*Homeowner Initials

**No Smoking:** The Clubhouse is a smoke free facility. There is no smoking allowed inside the building or around the entrance or on the porch areas.

**Misc.:** Mop and bucket are located in the catering kitchen. All cleaning is the responsibility of the homeowner/resident that is reserving the Movie Room.

The homeowner further agrees that if any claim is made against the HOA or any Director, Officer or Managing Agent of the HOA as a result of any acts arising out of the usage of the Meeting House, Homeowner will hold the HOA, and any such Officer, Director or Managing Agent harmless against any such claim, judgment, loss penalty, expense, damage, injury, attorneys' fees, costs, disbursements and the like, and will pay the same. The HOA, its directors, Officers and Managing Agent will be entitled to retain their own counsel, at the expense of the Homeowner, for the defense of any such claim, action or litigation.

Homeowners using the Meeting House are expected to exercise prudence and good judgment at all times and should request the same of their guests.

Homeowners who have rented their homes have forfeited their rights to the amenity per the governing documents and are not allowed to reserve the Movie Room unless accompanied by their tenant for the duration of their reservation.

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Signature of Homeowner

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Date of Contract

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(Please Print Name)

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Signature of Clubhouse Manager or Designee

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Date Signed