

Policy For Private Use Of The Pine Ridge III Clubhouse

Owners:

1. No Charge to owners who are current in payment of assessments and maintenance fees. The association will not rent to owners that are behind in their assessment and maintenance fees.
2. There is a \$100.00 cash deposit required to rent the clubhouse and kitchen. It will be refunded when the kitchen key is returned and the clubhouse, kitchen, and bathrooms are restored to the original condition from which it was turned over to the owner.
3. The kitchen key must be picked up the last weekday before the event and brought back the first weekday after the event. Office hours are Monday – Friday 7:30AM – 3:30PM.
4. Clubhouse must be cleaned and trash thrown out immediately after the event is concluded.
5. Hours of use and estimated attendance must be established upon request for the clubhouse.
6. Event must be in honor of owner, parents of owner, children or grandchildren of owner.
7. Owner must be present at the event and take full responsibility for all guests and activities.
8. Use is limited to the clubhouse.
9. Use of the pool and pool is prohibited.
10. Arrangements to have a board member lock up the clubhouse must be made prior to event approval.

Renters:

The properly documented renter must follow all the rules that the owner must follow plus:

1. Charge of \$150.00 for rental of clubhouse.
2. Cash deposit of \$100.00 is required to rent the clubhouse and kitchen. It will be refunded when the kitchen key is returned and the clubhouse, kitchen, and bathrooms are restored to the original condition from which it was turned over to the renter.

Continuation Of Clubhouse Rental Policy

Men's and Woman's Club:

- 1. Upon approval of the board there is no charge or deposit required for use of the clubhouse. Approval of the annual list of events by the board will constitute approval for all events listed.**
- 2. The president's of the men's and woman's clubs or his/her designee will be responsible for all gusts and activities sponsored by their respective clubs.**

Request To Reserve The Pine Ridge III Clubhouse & Kitchen

Name _____ OWNER () RENTER ()

Address _____

Date _____ Phone _____ Email _____

Requested Day & Date of Event

Day _____ Date _____

Time Frame _____ AM () PM ()

Number of Guests Expected _____

Number of Child Guests Expected _____

Reason for Renting the Clubhouse _____

Pine Ridge III Owners: Must submit a \$100 cash deposit for use of the clubhouse. It will be refunded when the kitchen key is returned and the clubhouse, kitchen, and bathrooms are restored to the original condition from which it was turned over to the owner.

Pine Ridge III Renters: Must submit a non-refundable fee of \$150 plus a \$100 cash deposit for use of the clubhouse. The deposit will be refunded when the kitchen key is returned and the clubhouse, kitchen, and bathrooms are restored to the original condition from which it was turned over to the owner.

The invited guests are NOT allowed to use the Shuffleboard, Bocce, Tennis, Pickle Ball Courts, and pool. The grills outside the clubhouse are NOT available for use. Decorations may NOT be attached to any walls surface by tape, tacks, or nails.

Signature of Requestor: _____ Date: _____

FOR OFFICIAL USE ONLY

Approved By: _____ Date: _____