**LAKE VISTA RESIDENCES CONDOMINIUM ASSOCIATION, INC.**

**REQUEST FOR COMMUNITY EVENT**

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

Owner: (YES) (NO) Address: \_\_\_\_\_\_\_\_\_\_\_Lake Vista Court, Unit#\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Phone#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am requesting approval for the reservation of the Clubhouse for the following function(s):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The function will take place on\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_\_\_\_\_\_ and will be attended by \_\_\_\_\_\_\_\_\_\_Expected number of guests.

Time Requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (limit 4hour unless approved by Board)

I acknowledge, understand, and agree that a security deposit of $300.00 (check only), **made payable to Lake Vista Residences**, will be delivered to the Lake Vista Management office with this request for reservation of the clubhouse only to hold the date for my event for the type of function stated above. I understand that the pool deck and restrooms cannot be reserved exclusively and, if used, will not be “monopolized” by my event. The Fitness Center is not to be used by attendees of the function. Attendees of an event where the clubhouse is reserved are not to use the pool without specific written approval of the Lake Visa Association. Pool parties are not permitted. Violation of this provision may result in complete forfeiture of the deposit. Refer to item #14 in the Rules and Regulations pool section.

I will conduct a walk-through inspection with a management representative before and after the event to review the condition of the facilities. Alternatively, at the request of the Association, I will inspect the areas to be used and report any substandard conditions to the Association by calling and leaving a detailed message describing the conditions on the Association’s office phone **941-388-8022.** BEFORE THE COMMENCEMENT OF USE OF THE FACILITY. If the event occurs outside of regular business hours (8 am-6:30 pm M-Thurs.), the after-use inspection may not occur until the following weekday during such hours. I understand that certain circumstances, such as dames caused by myself or people attending or assisting in the event, could increase the time for the after-event walk-through.

I acknowledge, understand, and agree that disturbing noise levels, whether conversation or music, will not be allowed and that decorations requiring wall attachment will not be allowed, including thumbtacks, tape, staples, etc. The gathering must conclude at 10:30 pm. (Unless otherwise approved by the Board), I acknowledge, understand, and agree that I am responsible for room cleanliness, including the access areas. To remove all trash/garbage from and around the Clubhouse, I agree that the facility will be cleaned and brought back to its condition before my event, immediately after the event's conclusion.

I acknowledge, understand, and agree that I will abide by the Clubhouse Rental Guidelines 2011 for using the Clubhouse and Pool areas and all the above acknowledgments, understandings, and agreements for all rules governing condominium living at Lake Vista Residences Association.

I acknowledge, understand, and agree that my failure to comply with the above acknowledgments, understanding and agreements, and other related condominium rules and regulations will result in the forfeiture of my security deposit and that I will reimburse the Lake Vista Residences Association for any expenses, exceeding the deposit, which were caused by my failure to comply. I acknowledge, understand, and agree that the Lake Vista Residences Association will bill me if any damage occurs during this function. I will pay for any repairs of such damage over the security deposit.

I acknowledge, understand, and agree that I must plan for vendors such as caterers, musicians, decorators, etc. I also acknowledge, understand, and agree that I WILL NOT post *the entry gate code at the entrance gate*.

I have read, acknowledged, understood, and agreed to all the above, plus any other related documents that have been provided to me.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Manager’s Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President’s Signature Date