

Club House Private Party Use Agreement

- The Club House is open for private use 7 days a week for the following hours: 5:00 a.m. – 10:00 p.m. There are no events scheduled outside of the operating hours. For reservations, please contact Management. Reservations will be confirmed on a first come first serve basis.
- Deposit of \$250.00 must be provided to Management at least (14) days in advance of the event. \$200.00 of the deposit is refundable as long as the club house is left in the condition it was found in. Failure to comply with the cleanup of the clubhouse will result in possible forfeiture of the deposit in its entirety as well as additional charges for damages.
- The resident agrees to post a sign on the club house entrance doors at least 48 hours prior to the event stating that the facility will be used for a private party on the specific date and will not be available for use by the rest of the community. The notice **must** include the anticipated hours that the club house will be **unavailable** for the use by the community.
- Smoking is not permitted in the clubhouse at any time. Those wishing to smoke may do so outside in designated smoking areas. All cigarette butts and ashes are to be extinguished and discarded in the proper receptacles.
- Parking is allowed in the marked areas only. Illegally parked vehicles are subject to tow at the owner's expense.
- Indecent or illegal conduct of any kind is prohibited and may result in the forfeiture of the resident's deposit.
- Residents **must be current** on their monthly assessments in order to reserve the club house for a private party. This will be verified prior to giving confirmation of the reservation.

General Room Rental Information:

- Event bookings can be made up to six (6) months in advance.
- The Board of Directors may assess that security is necessary for an event (depending upon on the type of the event, number of anticipated attendees, and whether alcohol will be served.) Security rates will be provided in such a case.
- The Board of Directors will not assume any responsibility for injury or accidents due to the activities conducted by the event holders, or injury or accidents caused by materials provided by the event holders. All parties must follow the rules set forth by the Board of Directors.
- Event areas must be vacated by the time indicated on the sign posted by the owner. Overtime charges will apply to rooms not vacated by the pre-arranged time to be no later than 10:00pm, including extra charges if event participants remain on site.

- All event deliveries must be received by event holder. Deliveries and pick up of equipment, supplies or materials outside of the scheduled event time must be arranged in advance with the Community Manager.
- Clean-up: Rooms must be left in the same condition as they were found. Additional fees may apply if extra cleanup is needed.
- Prior approval is required before any materials, decorations or paper can be affixed to the walls, furniture, lighting, or fixtures.
- Event holders should bring their own supplies.

Deposits:

- A reservation deposit equaling \$250.00 is required before an event can be confirmed. The Board of Directors reserves the right to cancel any booking request that is not confirmed with a full security and cleaning deposit.

Cancellation Policy:

- Cancel within 48-hour notice – no cancellation charge.
- No show – reservation deposit is lost.

Methods of Payment:

- Check or money order.
- All checks are made payable to the Watermarke Homeowners Association.
- All policies and procedures related to the Club House Private Use Agreement rentals are subject to change without notice.

Refund Policy:

- Typically, refunds are returned to the resident within six to eight weeks of the scheduled event.

Alcohol Policy:

All alcohol shall be approved in advance at the Board of Director's sole discretion, The following are requirements for approval of alcohol use for parties that reside in Watermarke:

- All alcohol must be served with food and water.
- Any party serving alcohol must pay a security guard fee. This requirement shall not be waved.
- If the event is catered, the Caterer must be licensed to serve alcohol and must provide proof of licensing prior to the event. In addition, the Caterer must provide an insurance certificate naming the Watermarke HOA as the loss payee.
- The Community Center reserves the right to deny use of alcohol at any event.

Rules Applicable to the Use of the Club House

The following rules have been established governing the use of the club house:

1. No alcoholic beverages are permitted in the club house without pre-approval.
2. Smoking in the club house is not permitted. Residents and guests who would like to smoke may do so outside near the designated smoking areas. All cigarette butts and ashes are to be extinguished in the proper receptacles.
3. No children under the age of 16 are permitted in the club house unless accompanied by a resident adult.
4. Club house hours are from 05:00am until 10:30pm. Please note: the alarm will trigger if a resident attempts to use the facility outside of these hours.
5. Entrance to the club house will be gained via the doorbell on the exterior of the door linked to the Axuus system.
6. The clubhouse and pool area are not permitted to be rented over holiday weekends so as to allow the rest of the membership to also enjoy the amenities.

Any damage or theft of the club house facility and/or furnishings will be attributed to the last resident that entered the facility. Therefore, it is important that if a resident notes any damage to the club house, that resident immediately notifies a Watermarke Board Member, and/or the Watermarke Community Manager.

Date of Event: _____ Time: _____

Type of Event: _____ # of People: _____

I, _____, owner of _____,
agree to all terms and conditions of this agreement.

Signature: _____ Date: _____

Phone: _____

**Please remit this completed from with check made payable:
Watermarke @ Mtns Edge c/o Epic Association Management**

8712 Spanish Ridge, Las Vegas, NV 89148