

AGREEMENT FOR RESERVED EVENT

Chalk's Landing POA reserves the right to grant or deny rental of Amenity areas. The fee and deposit are due at the time of the reservation. Make checks payable to Chalk's Landing POA. Please complete the items on the "After Event Checklist" following the event to avoid losing deposit or fines.

Today's Date: _____

Date of Event: _____ Time (from): _____ (to) _____ *

*Estimate 1-2 hours of cleaning time after the event.

POA Member: _____

Phone #: _____ Email Address: _____

Lot # _____ Address: _____

Mailing Address: _____

Type of Event: _____ Estimated Attendance _____

I would like to request a gate access code for the event (Watsons Way gate 1 only).

Code request _____ (if a different code must be assigned, the Amenities Manager will notify property owner making the reservation).

Schedule a walk-through with the Amenities Manager: Date: _____ Time: _____

All decisions concerning damage charges are solely up to the Board of Directors and are not negotiable. Charges will be based on actual cost to include time and materials incurred by the POA for the repair or replacement. Invoices can be made available.

By signing this reservation form, you are agreeing to:

1. Submit the usage fee and deposit check when the reservation is made.
2. Follow all rules of the POA Amenities Policies and Procedures.
3. Use your best efforts and judgement to ensure your group uses amenity areas, furnishings, equipment and supplies in a careful and prudent manner.
4. Report any damage, spills or problems occurring during your use period, to the Amenities Manager no later than noon the following day after the event.
5. Remove any and all articles that were brought in (food, drinks, decorations, tents, etc.).

(Cont.)

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Date of Event: _____ POA Member's Name: _____

6. The POA member reserving any amenity area must be present during the entire event and take full responsibility by adhering to all policies and procedures.

7. Complete the After-Event Checklist with the Amenities Manager to have the deposit returned with cleaning and without damages. (Attachment 3).

In consideration of my acceptance of this reservation, I waive any and all claims for myself and my guest(s) against the officials and employees of Chalk's Landing POA, Inc., for accident, injury, illness or damage which may occur directly or indirectly from my use. I hereby, unconditionally and without reservation, assume legal liability and financial responsibility for damage(S) or loss(es) suffered by the Chalk's Landing POA and any property. I promise to pay within 30 days all damages requested by Chalk's Landing POA or its management. As a POA Member I will attend the event, remain on site throughout the event, and accept the responsibility for the conduct of all persons in attendance.

Signature of POA Member _____ **Date** _____

OFFICE USE ONLY:

Date: _____ Deposit paid: _____ Fee Pd. _____

Check # or Cash: _____ Received by: _____