



KokoIsle
ASSOCIATION OF APARTMENT OWNERS (AOAO)

CLUB HOUSE RESERVATION CONTRACT

Resident Reserving Club House: (must be present at function)

Name: _____ Apt #: _____ Phone #: _____

Reservation Date: _____ Day: _____ From: _____ To: _____

Nature of Function: _____

Number of Guests Expected: _____ (# Residents _____ # Non-Residents _____)

CLUB HOUSE RESERVATION CONTRACT

- 1. Only the second floor of the Club House can be reserved for private functions.**
- Koko Isle residents **may not** use the second floor of the Club House during a reserved private function unless they are invited guests of the function.
- Clean up, **which must be completed immediately following the function** includes, but is not limited to: cleaning of appliances, counter tops and sink; putting away tables and chairs, emptying all trash containers, sweeping/mopping of all floors; turning off all lights.
- A security deposit (check) in the amount of \$100.00 shall be included with a reservation application for a private function. This deposit is refundable at the discretion of the Resident Manager after inspection for proper clean up, property damage and for **compliance with the rules and restriction**. The cost of the clean-up or damages which exceeds the security deposit, shall be charged to the responsible resident at the rate of \$100.00 per hour.
- Club House facilities and the equipment therein shall be used at the risk of the user. The association takes no responsibility for injury to those using the facilities nor for any loss or damage to personal property.
- Parking in "Reserve Parking" stalls, tandem parking and double parking is not allowed. The resident Manager reserves the right to require valet parking for functions exceeding forty (40) guests.
- The Club House is available from 9 A.M. to 9 P.M. Sunday through Thursday and 9 A.M. to 10 P.M. Friday, Saturday and the day before holidays. **(OVER)**

It is reserved for Bd. Of Directors meetings and closed July 4th, Dec 25th and Jan 1.

Specifically Prohibited Practices/uses:

1. Use of the Exercise Room, Sauna and Pool.
2. Commercial of unlawful activities!
3. Use of amplified music! Background music only on low volume is allowed with the permission of the Resident Manager beforehand.
4. Boisterous or unseemly conduct of any kind.
5. Serving alcoholic beverages to anyone under the legal age of 21 years.
6. Dragging tables and chairs across the painted floor of the Club House.
7. Exceeding the posted maximum capacity allowed for the second floor.
8. Smoking where smoking is prohibited.

I, the undersigned Resident, am the Responsible Person for the above stated function, and understand and agree to comply fully with the rules and restrictions as stated above, to inform my guests of same, to be responsible for their compliance and to wave any liability to the Association that may occur from my reservation of the facility.

Name (signed): _____

Name (printed): _____

Date Signed: _____

-----**Office Use Only**-----

Deposit Receipt:

I, _____, hereby acknowledge the receipt of check number _____ in the amount of \$ _____ as a Security Deposit for the reservation of the Club House as first written above.

Resident Manager: _____ Date: _____

Deposit Return:

I certify the I have this date returned the Security Deposit (check one)

all _____ in part _____ in the amount of \$ _____

to (Name) _____, Apt #: _____

Resident Manager: _____ Date: _____