

CLUBHOUSE FEE WAIVER — RENEWAL / ADDITIONAL DATES REQUEST*For Previously Approved Fee-Waived Users Only*

This form may be used only by individuals or organizations previously approved for full or partial fee-waived clubhouse use. It is not a substitute for the full Clubhouse Fee Waiver Application and Use Agreement, which remains in effect and governs this request. Approval of prior reservations does not guarantee approval of this or any future request; requests remain subject to the Clubhouse Fee Waiver Policy, including the 90-day maximum advance reservation period, unless the Board approves otherwise.

1. APPLICANT INFORMATION

Individual or Organization Name	Date of Request
Primary Contact Person	Email Address
Mailing Address (if changed)	Phone Number

2. PREVIOUS APPROVAL INFORMATION

Date of Original Fee Waiver Approval	Most Recent Renewal Date (if any)
☐ Full Waiver ☐ Partial Waiver ☐ Reduced	
Current Fee Waiver Status	Rate
<i>If Reduced Rate, Approved Rate</i>	

3. RESERVATION REQUEST

Type of Request	☐ One-Time Use ☐ Recurring Use
If One-Time: Requested Date and Time	If Recurring: Requested Schedule (e.g., every Monday, 6 -7 p.m.)
Recurring Period — Beginning Date	Recurring Period — Ending Date

Reminder: reservations generally may not be requested more than ninety (90) days in advance unless separately approved by the Board.

4. ACTIVITY & COMMUNITY BENEFIT UPDATE

Will the activity remain substantially the same as originally approved?	☐ Yes ☐ No — explain below
Has the primary purpose of the activity changed?	☐ No ☐ Yes — explain below
Will fees be charged to participants?	☐ No ☐ Yes ☐ No Change from Prior Approval
Has estimated attendance changed?	☐ No ☐ Yes — new estimate:
Any material change in community benefit provided?	☐ No ☐ Yes — explain below
<i>Explanation of Any Changes Noted Above</i>	

5. COMPLIANCE SINCE LAST APPROVAL

Has Applicant complied with all clubhouse rules and cleaning requirements, and avoided property damage, since the last approval? ☐ Yes ☐ No — explain below

Explanation (if No)

6. VOLUNTEER CONTRIBUTIONS UPDATE (OPTIONAL)

Any material change to volunteer service, community projects, or educational programming benefiting the Association? ☐ No ☐ Yes — describe below

Description of New or Updated Volunteer Contributions

7. APPLICANT ACKNOWLEDGMENT

- I have previously been approved for fee-waived clubhouse use, and the information provided above is true and correct.
- This request remains subject to all terms of the Clubhouse Fee Waiver Application and Use Agreement previously executed by the Applicant, and to the Community Clubhouse Fee Waiver Policy, including its 90-day advance reservation limit.
- Approval of prior reservations does not create an entitlement to future reservations; all reservations remain subject to availability, Association policies, and Board approval.
- I agree to comply with all clubhouse rules and cleaning requirements and remain responsible for any damage caused by the Applicant's use of the clubhouse.

Applicant Signature	_____	Date	_____
Printed Name	_____	Title (if applicable)	_____

BOARD USE ONLY

Date Application Received	_____	Reviewed By	_____
Compliance History Verified	☐ Yes ☐ No — see notes		
	☐ Approved ☐ Approved with Conditions		
Reservation Request	☐ Denied		
Recurring Use Approved	☐ Yes ☐ No		
Approved Period — Beginning	_____	Approved Period — Ending	_____
Special Conditions	_____		
Approved By	_____	Date	_____