

# **Armstrong Park Homeowners Association, Inc.**

*c/o Mountainbreeze Management Company*

(208) 342-7368 Direct | [rebekah.waldo@mountainbreezemgt.com](mailto:rebekah.waldo@mountainbreezemgt.com)

## **CLUBHOUSE RESERVATION POLICY**

***The Clubhouse can only be reserved by Armstrong Park HOA Owners.***

***Owner must be present at all times.***

***PLEASE NOTE, THIS IS FOR USE OF THE CLUBHOUSE ONLY.***

***THERE IS NO ACCESS TO THE SUPPLY CLOSET. TABLES AND CHAIRS ARE LEFT OUT OF THE CLOSET AND CAN BE USED.***

Reminder: \*"Lessee" may not exclude individual property owners and their guests from using the pool and/or tennis court.  
You are reserving the Clubhouse only.

1. A \$50.00 deposit is required prior to issuing a key to the Clubhouse. **THE DEPOSIT WILL BE CHARGED TO THE OWNERS ASSOCIATION ACCOUNT UPON BOOKING.**
2. To obtain a key for the Clubhouse, a lock box code will be given to owners the day of the event. If the event falls on a weekend, the code will be provided by 5 p.m. Friday.
3. You are responsible to clean up after your event. Cleanup includes:
  - \_\_\_\_\_ Vacuuming
  - \_\_\_\_\_ Wiping off tables and counters.
  - \_\_\_\_\_ Do not use nails in the walls.
  - \_\_\_\_\_ Remove all scotch tape if used for decorations
  - \_\_\_\_\_ Pick-up all trash and miscellaneous items (this also includes tennis court and around pool area if being used). Remove any additional trash that exceeds the capacity of the on-site trash receptacle. Leaving garbage bags is not permitted.
  - \_\_\_\_\_ Furniture must be put back in place.
  - \_\_\_\_\_ Temperature setting must be reset at 55 degrees (winter months)
  - \_\_\_\_\_ Bathroom area must be cleaned (wipe sink and pick up papers)
  - \_\_\_\_\_ Laminate Floors (upper level): Use dry dust mop or spot clean with WATER ONLY – do not use any cleaning products on upper-level laminate floors.

Note: Cleaning must be done before you leave at the end of your event. The Association does not provide cleaning supplies. You will need to bring your own cleaning supplies to clean the Clubhouse after your event.

4. **Upon leaving, check the front and deck doors to be sure they are locked, and lock both locks on the downstairs door.**
5. **You are responsible for the behavior of everyone at your event. Do not allow climbing on the fence, tampering with the tennis court nets, jumping off furniture, running, etc. Be kind to your neighbors by being quiet when leaving the clubhouse.**
6. **The building is alarmed; be sure to be out by 10:00 p.m.**

Lessee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **For reservations, please contact:**

Mountainbreeze Management Company

(208) 342-7368 – office

Office hours are Monday – Friday 8:30 AM – 5:00 PM

Email: [rebekah.waldo@mountainbreezemgt.com](mailto:rebekah.waldo@mountainbreezemgt.com)