

The Spur at Williams Brice Rooftop Reservation Form

Reservation must be in the name of the owner/tenant only.

Name: _____

Address: _____

Unit Number: _____ Telephone: _____

Function Date: _____ Number of People: _____ Start Time: _____ End Time: _____

Security Deposit: \$200.00

Payable to: The Spur HOA

Owner is responsible for obtaining security if more then 20 people are expected at the event.

PLEASE SEND SECURITY DEPOSIT WITH APPLICATION:

As a member in good standing, I _____ am reserving the Rooftop at The Spur for the date/time stated above and knowingly agree to the following terms:

1. This agreement reserves the **Rooftop only**.
2. There is no rooftop Reservation day before, day of, or day after a USC home event.
3. The Spur at Williams Brice HOA will not be responsible for any damage or neglect related to this even.
4. Owners and residence **cannot** be denied access to the rooftop during the reserve period.
5. The Spur owner/tenant reserving the Rooftop must adhere to the following rules:
 - a.) **Must be present** during the time of the function; **you cannot sponsor a function** on behalf of a non-resident.
 - b.) **All functions must end by 11:00pm**
 - c.) Is responsible for any damage to common property of The Spur caused by anyone attending the function.
 - d.) Is responsible for his/her guests' behavior and must take appropriate action to prevent and/or correct any actions by those guests which unreasonably interfere with the rights and privileges of other Spur owners/tenants.
 - e.) The Rooftop should be cleaned and left presentable immediately following the function. Failure to do so will result in the forfeit of your deposit. No excessive trash to be left on the property.
 - f.) Any extraordinary cleaning or repairs to surrounding area necessitated by the action(s) of attendees at the function are also the responsibility of the owner/tenant reserving the facility. If the deposit is not adequate to cover these costs the owner will be billed. Any amount not promptly paid will be subject to late fees as outlined in the rules and regulations for other monies due to the association.
 - g.) Walk and drive gate codes are not to be given out to guest. Security must be at the gates to let guest of the function on the property. If it is determined that the code is given to guest automatic forfeit of security deposit and the owner may be billed further expenses in changing the code (ie, mailing expense, service company)

6. In the event of the cancellation of the function, The Shandon Group is to be notified as soon as possible so that the date will be available for others. Cancellations made at least thirty (30) days before the reservation date will receive full refund.
7. The Spur has the right to terminate this agreement at any time and for any reason without liability for any damages incurred by the reserving party or the obligation to find an alternative facility. In the event The Spur terminates this agreement, a full refund will be provided.
8. Guests should be limited to 75 people in accordance with Fire Marshall Code.
9. Owners/tenants who allow inappropriate activities during their function that are illegal or in violation of the Association Rules and Regulations will be barred from future use of the facility.
10. Any Catering or set up traffic will not be allowed to stay on property. Only while loading and unloading.
11. Proof of Event Policy Insurance must be provided at least 7 days prior to the event. The event policy that includes liquor liability insurance with \$1,000,000.00 coverage.
12. If alcohol will NOT be present at said event, then it will be the sole responsibility of property owner to make sure no one brings any to the event and the event policy can be purchased without the liquor endorsement.

The Spur Owner/Tenant

Date

The Spur Owner/Tenant

Date

The Spur Rooftop has been reserved in your name for the function indicated in the enclosed contract. Kindly sign the Rooftop Reservation Agreement and return it along with your checks in the amounts indicated below:

\$200.00 Refundable Security Deposit

Security is responsible for making sure all rules are followed during event and no one is parking in unauthorized parking spaces