

The Colony at Edina
6330 Barrie Road
Edina MN 55435
(952) 920-6464

Emergency Maintenance 952-930-5153

THE COLONY AT EDINA COMMONS RULES

1. The Colony Commons is available on a reservation basis and limited to no more than fifty (50) people.
2. Reservations are restricted to Colony owners/residents only, and the owner/resident must be present at the occasion for which the reservation's made.
3. The Colony Commons may not be used for commercial, political, or religious events.
4. A \$200 deposit by check, made payable to "The Colony" must be made to hold all reservations with the exception of Association-sponsored events (i.e. Board Meetings, Committee Meetings, and Forums). This deposit will be refunded following a satisfactory inspection after the keys are returned. If all rules have been observed, and the facility is left clean and damage free, a full refund will be received. ANY damages of any kind, examples, but not an entire list, furniture, electronics, tables, appliances ect., to the Commons, to repair or replace over the original \$200.00 deposit will be paid entirely by the person using the commons room.
5. The Colony Commons key may be picked up during business hours Monday through Friday and must be returned no later than 12:00 P.M. (noon) the following business day. If the event is on a weekend, drop the key in the site office door slot.
6. The Colony Commons must be cleaned, vacuumed, trash taken out, if bad spills in oven or on stove they must be cleaned, bathrooms cleaned and orderly, whole party room left clean and neat, vacated and locked (including ALL patio sliding doors) by no later than 1:00 A.M. after each scheduled event. If it is not done you will forfeit your \$200.00 deposit.
7. The pool/picnic area may be used in conjunction with The Colony Commons until **pool closes at 9:00 P.M sharp.** As a courtesy to other residents, pool parties in conjunction with the Commons are restricted to 12 people using the pool during the gathering. **Absolutely no damp swimming attire or towels are allowed inside the Commons. Bare feet are not allowed within the Commons.**
8. No animals are allowed in any part of the Commons with the exception of Service Animals.
9. Noise levels must be kept to a minimum, and in compliance with local ordinances.
10. After-hours call for maintenance that is caused by the owner/resident, or if the police are called for any reason related to the use of the Commons, will result in relinquishing the full deposit in addition to any damages incurred.
11. Two consecutive days are the maximum reservation allowed with the exception of Christmas Eve and Christmas Day (you cannot reserve both days); New Year's Eve and New Year's Day (you cannot reserve both days) and Memorial Day and Labor Day weekends. **Booking for holidays one year in advance only.**

THE COLONY AT EDINA COMMONS RESERVATION FORM
\$200.00 REFUNDABLE FEE if all rules are followed.

Name: _____

Unit Address: _____

Unit Owner: _____

Phone Number: _____

Date Reservation: _____

\$200.00 Deposit Paid YES _____ NO _____ Room is not held until check is received.

Check can be left on form in office or return after room is inspected. Held for 1 year and then shredded.

Signature: XX

By signing this document, I understand that in order to receive my \$200.00 deposit refund, I must comply with all of the rules for renting Commons I have received at the signing of this document. I also understand that damage and/or cleaning cost incurred will be deducted from my deposit.

Initials XX Any damage costs in excess of the \$200.00 deposit will be entirely paid

for by me directly, and my use will be suspended until paid in full. Please review rules for more details. Depending on the circumstances, the Association may revoke my privilege of using the Commons in the future.

Inspection before use: _____
Inspection after use: _____

Inspection items of concern: _____

Any questions, please contact The Colony at Edina Office

6330 Barrie Road
Edina, MN, 55435
952-920-6464