

WPHOA APPLICATION FOR PRIVATE USE OF CLUBHOUSE HALL AND KITCHEN

Please complete and return this application, along with a deposit check for \$100, made out to WPHOA and return to the WPHOA Board Secretary. (If your event is for a private party, the deposit is required. If it is an event for the entire community, no deposit is necessary.) Write your name (in pencil) on the appropriate date on the calendar located in the clubhouse foyer.

Name_____

Address_____Phone_____

Reservation Date_____Time of Event_____

Set up date and time_____Clean up_____

Deposit_____Check #_____Secretary's Initials_____

Date deposit returned_____Amount_____

Expected Attendance: Adults_____Children_____

I hereby certify that I will be responsible for any damages or loss sustained by the WPHOA because of my use of the Clubhouse for this event. USE OF POOL AND POOL TABLE ARE NOT INCLUDED IN THIS RESERVATION.

I hereby agree to assume all risks for injuries arising out of or resulting from the use of the facilities and/or personal property located thereon, and further make no claim whatsoever for injuries against WPHOA or its officers, arising out of or resulting from the use of any WPHOA building, grounds, real property or personal property located thereon.

Applicant signature_____Date_____

Secretary's/Chairperson's Signature_____

SEE OTHER SIDE

Please:

Sweep, if necessary.

If you use the dishwasher, you need to come back the next day and empty it.

If you use the clubhouse tablecloths, you need to treat for spots, wash, and return to the clubhouse neatly folded and ready to put away.

Six (6) tables with eight (8) chairs per table are permanently kept in the Social Hall of the clubhouse. If these are removed for the event, they must be returned. If additional tables and/or chairs are used, they must be returned to the storage closet.

Empty trash.

Make sure to turn off lights and air conditioning.

Check that bathroom doors and clubhouse doors are locked when leaving.

Please leave the social hall and kitchen as clean as you found it.

Thank you

Clubhouse Inspected by_____

Date_____

Comments_____
