

# The Village at Apple Orchard Owners Association

## Pavilion Reservation Agreement

Only Residents (over the age of 21) of Apple Orchard may reserve the Pavilion for a private event.

Reservations must be made at least 10 days prior to the event. The Pavilion cannot be reserved for marketing events, sales events, or games of chance at which money will be exchanged or visible. No entrance fees or other fees may be charged to the participants/guests.

The Association may refuse any request that is not appropriate for the limited size, available parking, unsuitable hours, or intended use of the Pavilion. Residents are responsible to prepare the Pavilion before their event and to clean it afterwards to include the barbeque grill and restroom. Make sure to turn off all gas appliances (grill and fireplace logs). All trash and party materials must be removed afterwards. There is no trash service at the Pavilion. Please do not nail or pin any decorations onto the Pavilion posts, railings or benches. All decorations must be affixed with material that will not harm or leave any trace. There are only a few parking spaces at the pavilion; it is the resident's responsibility to ensure guests have places to park. If a Resident or guests of the Resident damage property of a homeowner, the resident is responsible for ensuring the property is returned to the state it was prior to the damage.

Name of Homeowner: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Event Description: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Reservation Start and End Times: \_\_\_\_\_

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I agree to indemnify and hold harmless The Village at Apple Orchard Owners Association from any and all liability, claims, actions, suites or demands arising from my use of the Pavilion.

I am financially responsible for any damage caused by me or my guests.

I will be in attendance the entire time of the event.

I agree to remove all event materials, trash, and clean up at the close of the event and if not, I agree to pay a cleaning fee which can range from \$50.00 – \$100.00.

Signature of Homeowner: \_\_\_\_\_ Date: \_\_\_\_\_

Complete form and return to: pmms.jessica@gmail.com

Property Management and Maintenance Services / Phone: 828-898-6321

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Request Approved By: \_\_\_\_\_ Date: \_\_\_\_\_