

Regular Club Meetings and Games Fee Agreement

Group Name: _____ Date: _____

SLHOA #1 Member: _____ U/L: _____

Street Address: _____ Phone #: _____

Email Address: _____ Room Rate (Per Meeting): \$ _____

- Room: Arizona Navajo Mirror
 Oasis Arts & Crafts #1 Arts & Crafts #2
 Grand Slam #1 Grand Slam #2 North Patio
 Pool

| | |
|-------------------------|--------------|
| Day: _____ | Notes: _____ |
| Frequency of Use: _____ | |
| Time of Use: _____ | |

- Equipment Needed: Podium Microphone TV / VCR
 DVD Player (\$25) Projector (\$25) Other: _____
 Room Set Up: Submitted Set up received (date): _____ Date due: _____

(Room set up must be turned in one week prior to event. Any additional changes may be subject to a \$25.00 fee.)

Resident's Responsibilities & Privileges

This agreement is subject to prior commitment and availability of the room being reserved. The Sun Lakes HOA#1 resident who signs this agreement ("Responsible party") must check in at the Administrative Services desk, or, if after hours a Community Services staff member ("SL Employee") prior to the event. **The responsible party must attend the event in its entirety, and is responsible for the condition of the room and SLHOA1 property.**

Guests of responsible party must stay in the event area and not wander throughout the clubhouse or outside. For parties in excess of 75 guests, the responsible party may be required to hire an association patrol officer at the prevailing rate (subject to management discretion).

The Association's private club liquor license permits the sale of and consumption of alcoholic beverages for members and guests only and prevents the consumption of alcohol brought onto the premises by an outside party. Liquor consumption must be approved prior to the event and coordinated by the Catering Coordinator. **NO OUTSIDE FOOD OR DRINKS ALLOWED.**

At the conclusion of the event, the room should be returned to its original state. All table covers should be removed and all garbage placed in trash cans provided. Please notify the front desk if there are any spills on the flooring or carpet that need attention. If it is determined that there is damage to the room, the responsible party will be billed.

Lighted candles in open containers are not permitted (by order of the Sun Lakes Fire Department). Other items not permitted are glitter, confetti, sparkles, etc.

Room use fees and additional hours are rated as stated on the Board approved rate sheet. Association approval is required if event time is requested after normal closing hours. No event will be allowed to go past midnight.

PAYMENT OF FEES: Room rental fees for club meetings must be paid at time of booking. For any other questions, please contact Administrative Services at (480)-895-9270, Ext. 111.

Sun Lakes HOA #1 Member Signature / Date _____