

WINDY HILL FARMS HOMEOWNERS' ASSOCIATION
Clubhouse Reservation Agreement

ELIGIBILITY: Only adult homeowner/members of Windy Hill Farms HOA will be eligible to reserve the clubhouse facilities. Restriction to rental/use may occur if previous rental resulted in damages or abuse of the facilities. Any homeowner/member may be restricted from rental/use of the clubhouse if delinquent in their homeowner association assessments.

SECURITY DEPOSIT: A \$100.00 security deposit is required at the time the reservation is made. The deposit will be held until after the rental date and inspection for damages and cleanliness of the clubhouse is completed. If you will be serving alcohol, an Alcohol Consumption Policy form must be requested and the applicable deposit must be submitted with your reservation. Please follow the closing / cleaning procedures checklist provided to you and posted in the clubhouse. **Checks should be made payable to: Windy Hill Farms HOA and delivered/mailed to Principal Management, 12700 Park Central Drive, Suite 600 Dallas, Texas 75251.**

RESERVATION POLICY: Reservations are accepted up to three (3) months in advance as of the first of the month. Each homeowner is limited to no more than two (2) reservations per month. Community or committee functions take precedence for use and may be scheduled up to six (6) months in advance. Three (3) or more cancellations will result in forfeiture of deposit.

TIME LIMITS: All functions must end no later than midnight on the date of the rental. For those using the pool, all regular posted pool hours and rules must be followed. **NO EXCLUSIVE POOL ACCESS WILL BE GRANTED.**

ACCESS: Each homeowner is responsible for obtaining the front door key/code from the management company. Any and all keys will need to be returned to the management company. The clubhouse door must be locked/secured upon vacating.

RULES AND REGULATIONS: NO PETS ALLOWED, NO ALCOHOLIC BEVERAGES WITHOUT SIGNED CONSUMPTION POLICY AND DEPOSIT, NO SMOKING, NO LOUD MUSIC, NO LOITERING IN PARKING LOT, AND/OR FUNCTIONS TO BE HELD PAST MIDNIGHT. NO ALCOHOL OR GLASS CONTAINERS ALLOWED IN POOL AREA.

By signing below, I have read, understand and agree to adhere to all policies, rules and procedures for the use of the clubhouse as stated above. I understand that I am responsible for all damages and the cleaning of the clubhouse. I also understand that I will be charged for any damages which occurred during my reservation time of the clubhouse or for any costs obtained to clean the clubhouse. I acknowledge that I have received a copy of the clubhouse closing/cleaning procedures.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

ADDRESS: _____

HOME PHONE: _____ WORK PHONE: _____

DATE/TIME RESERVED: ____/____/____ From: _____ To: _____ # OF GUESTS: _____

PURPOSE OF RENTAL: _____

FOR OFFICE USE ONLY

Deposit Amount: _____ Check# _____ Code # Given: _____ Date Code Given: _____

Closing/Cleaning Checklist Delivered: Inspected by: _____

Comments: _____

Questions/comments may be directed to Principal Management at (214) 368-4030 attn: Corrin Lloyd