

OAKHURST COMMUNITY ASSOCIATION
RECREATION BUILDING PRIVATE USE REQUEST AND CONTRACT

Date of Use: _____ Time of Use: _____

(Between 7a.m. – 12 midnight)

Owner: _____ Address: _____

Home Phone: _____ Work Phone: _____

Email: _____ Cell Phone: _____

Type of Function: _____

Clubhouse Deposit: \$50.00 Clubhouse Usage Fee: \$150.00

Forward check, **payable to Oakhurst Community Association, Inc.**

Mail to: Fieldstone, 2675 Paces Ferry Rd Ste 125
Atlanta, GA 30339

Number of Guests _____ Will Alcohol Be Served? _____

Security Arrangements: _____

Music & Special Events: _____

TERMS AND CONDITIONS:

1. This application is only for the room(s) you requested.
2. Only Owners may reserve the clubroom or activity room. The reservation will be placed on the calendar upon receipt of the application and checks.
3. No business shall be conducted nor may alcohol be sold. However, alcohol as long as it is served from within the clubhouse is permissible.
4. The Owner is responsible for all persons using the facility during the event and Owner shall hold the Association harmless from, and defend the Association against, any and all claims or liabilities for any injury or damage to any person or property whatsoever when such injury or damage has been caused, in whole or in part, by the act, neglect or fault of Owner, or Owner's agents, servants, employees or invitees.
5. For your convenience, the Clubroom is equipped with a refrigerator, full sink, and dishwasher. Minimal kitchen cleaning supplies are provided. If you intend to serve food, please bring appropriate cleaning supplies. The Activity room is not furnished. Please bring appropriate chairs, tables, etc.
6. The Owner agrees not to hang banners and/or party decorations if it will damage the walls, ceiling, and furniture with adhesive products, pins, nails, etc.
7. If requested, be prepared to provide proof of homeowner's insurance and proof of liability and workman's compensation insurance for any hired entertainers and caterers.
8. All governmental laws and regulations and the Association's Covenants, Conditions & Restrictions and Rules & Regulations shall be observed by the Owner and guests.

9. As the user you are expected to remove decorations and return the furniture to its original position. All trash must be disposed of in the designated receptacles. Overflow trash must be deposited outside in the outside containers.
10. I/We, the undersigned Owner(s) request use of the recreation building. I/We agree to comply with the Association's procedures with regard to use of the recreation building. If the Association deems necessary, these conditions may be amended with notice prior to the event.

Owner's

Signature(s) _____

Date: _____

Office use only: _____

Manager/Board _____ *Circle One:* Approved / Denied Date: _____

Checks Received: _____

Check Returned: _____

NOTES:
