

Siena Oaks HOA, INC.
Clubhouse Reservation Form

Name (Last, First): _____ **CAPACITY LIMIT IS 33 ONLY**

Address: _____ LOT# _____

Telephone Numbers:

Day: _____ Evening: _____ Other: _____

I wish to reserve the clubhouse on the following date/time and for the following purpose:

DATE: _____ Start Time _____ End Time _____ Est. # People _____

Purpose: _____

I UNDERSTAND AND AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

- A non-refundable \$50.00 use fee is required for all private uses of the clubhouse. This fee covers one reserved use that shall be no more than one day in duration. An additional use fee is required for each additional day. Checks are to be made payable to Siena Oaks Homeowners Association.
- In addition, a \$250.00 damages/security deposit is required for all private use of the clubhouse. This check should also be made payable to Siena Oaks, HOA. If no damage occurs and the clubhouse is returned to its original condition then the deposit will be refunded in full. The clubhouse must be returned to its original condition by 9:00AM on the morning following the event. In the event the clubhouse is not restored to its original and satisfactory condition prior to the above time, all costs required to restore the clubhouse to its original condition will be secured from the deposit and any additional amounts will be due in full from the user immediately upon billing.
- I will be in attendance at this event for its entire duration and I am responsible for the behavior of all guests and visitors at the clubhouse during the reserved period of time as well as damage and liability claims that may arise from acts or actions related to the reserved event.
- Clubhouse use is not later than 10 PM on any given night.
- I have homeowners or renters insurance and agree that this insurance shall bear all responsibility to any liability claims and other property damage claims that should arise from the reserved event. I will inspect the clubhouse prior to my use and understand that if I do not, I may be held responsible for any damage found after my use.
- I agree that the Siena Oaks HOA shall not be held responsible or liable for any lost, stolen, or damaged property.
- I agree that if this event is a Siena Oaks HOA event, I will have it approved through the Property Manager. All homeowners must be invited to qualify as a Siena Oaks event.
- I will direct all guests and attendees to proper parking areas. Parking is not allowed on the grass or street.
- I will comply with all Siena Oaks rules and regulations and all Florida statutes during the clubhouse use. This includes, but is not limited to, the serving of alcohol, gambling, and the sale of counterfeit products. No smoking is allowed anywhere inside the clubhouse to include the bathrooms.
- No swimming after sundown.
- No wet bathing suits or bare feet are allowed in the clubhouse. No child under 14 allowed at the pool unsupervised.

Signature of Resident/Homeowner: _____ Date: _____

SUBMIT COMPLETED FORM AND CHECKS TO: Siena Oaks HOA C /O the property management company.

Official Use Only:

Request Approved By: _____ Date: _____

Post-Event Clubhouse Inspection By: _____ Date: _____

Clubhouse Returned to Original Condition. Deficiencies Noted – _____

Amount of Deposit Refunded: _____ Date: _____

Receipts/Documentation for Costs to Restore Clubhouse Attached: Yes No N/A (circle one)