

Clubhouse Reservation Agreement

In contracting to reserve the Antigua Clubhouse, Owner agrees to agree to and comply with all rules, requirement, guidelines, fees and deposits for reservation.

The maximum capacities for the various areas of the recreational areas are as follows: pool 30 persons and clubhouse 75 persons. The hours of operation for the Clubhouse are to be determined by the Board of Directors. All the various recreational areas that are mentioned above have posted rules and regulations that must be obeyed at all times. The entire recreational area is designed as smoke-free.

Terms and Conditions of Use

Reservation Fees and Deposits:

Clubhouse

Two checks; a reservation fee of \$100.00, non-refundable and a damage deposit of \$200.00, refundable made payable to **Antigua at Town Center Homeowners Association, Inc.** should be submitted to Coastal Property Management together with the signed Agreement. Coastal Property Management upon receipt of these documents and fees will confirm your reservation. Only Owners in good standing may reserve the Clubhouse and/or the Conference Room (owners, for the purpose of this agreement, shall include lessees in good standing with Antigua @Town Center Homeowners Association, Inc.).

Conference Room.

A non-refundable reservation fee of \$25.00 per hour, a maximum rate of \$100.00 for the day will be charged for the exclusive use of the conference room. The hours of operation for the conference room are from 8 a.m. to 5 p.m. The conference room is subject to the deposit of \$200.00.

The \$200.00 deposit will be refunded after inspection of the area, provided there has been no damage or loss including, but not limited to the clubhouse, kitchen, restrooms, and pool area. These areas must be left in a neat and clean condition. If a reservation is made under fraudulent means with omission or error, may result in forfeiture of the deposit.

Reservation/ Cancellation Policy:

No reservation will be accepted earlier than six (6) months before the date of the event. Reservations may be canceled by the Owner up to fourteen (14) days prior to the event. In such case, both the reservation fee and deposit will be refunded in full. Only two (2) reservations per household may be active at the same time. Antigua @Town Center Homeowners Association, Inc. shall not assume or accept liability for the losses due to any catastrophic event or Act of God that cause the recreational area to be closed. If the recreational area is closed due to catastrophe or Act of God prior to the event, the reservation fee and deposit will be refunded in full.

Set- up/ Decorations/ Clean- up

All Areas:

All set-ups of tables, chairs and decorations, as well as clean-up, shall be in accordance with the following guidelines.

General:

The display of fireworks is not permitted. Confetti (paper and metallic) and rice are not permitted. Nothing may be attached to the clubhouse walls or furnishings.

At the end of the event, all Clubhouse furnishings should be returned to their original positions. Any additional tables and chairs needed must be washed folded and returned to the storage room.

Kitchen:

The association does not provide kitchen cleaning materials, such as towels, cloths, soap, detergent, potholders etc. The owner must provide these items. The refrigeration/ freezer, sink, counters and cabinets shall be emptied of all unused materials and cleaned. The kitchen floor must be broom swept.

Rest rooms:

The restrooms shall be left in neat and clean condition.

Trash:

All trash and debris must be bagged and left in the designated area.

Music:

Music must be turned off at 10:00 p.m. in order not to disturb the surrounding residents.

Parking:

Parking shall be in designated areas only.

Facility Areas:

Reservation of the Clubhouse reserves the exclusive right of use beginning two (2) hours prior to the scheduled event. Owner must complete clean-up, and vacate the clubhouse no later than 11:00 p.m. and must leave the facility in a neat and clean condition.

Indemnification:

Owner agrees to defend, indemnify and hold harmless Antigua @Town Center Homeowners Association, Inc. its officers, directors, members, contractors, agents, and employees from and against any suit, claim, loss or cause of action arising out of, or in conjunction with, the utilization of the recreational facilities or the areas in proximity to the recreational facilities by Owner pursuant to this Agreement. In addition, Owner agrees to reimburse Antigua@ Town Center Homeowners Association, Inc. for any and all damages including but not limited to equipment, fixtures, furniture, or other property, either real or personal, arising out of the utilization of the recreational facilities, pursuant to this agreement, without regard to whether such damage is caused by Owner or is the result of the negligence or other fault of the Owner or Owner's guest. Antigua @Town Center Homeowners Association, Inc. assumes no liability.

**CLUBHOUSE RESERVATION REQUEST FORM
ANTIGUA AT TOWN CENTER HOA, INC.**

In Witness whereof, Antigua @Town Center Homeowners Association, Inc., by and through its duly authorized representative(s), and Owner has executed this Agreement on _____, I/We. _____
_____, Owner(s) apply for the use of the clubhouse located at 1500 Corbison Point Place, Jupiter Florida 33458, for the following date and time _____ for the purpose of _____
_____.

Estimated Number of Total Guest: _____ **Adults:** _____ **Minors:** _____

Adults 18 years of age and over must supervise anyone less than 18 years of age while in the Clubhouse (5 children per 1 adult for supervision).

Food will be Served: YES ____: NO ____ *Alcoholic Beverages will be Served: YES ____: NO ____

The owner agrees that the swimming pool and the fenced in pool area behind the clubhouse is off limits to anyone associated with the clubhouse rental and the surrounding swimming pool area is not included in the clubhouse rental. The swimming pool or the fenced in area surrounding the swimming pool will not be used in conjunction of the clubhouse.

Initials

*It is agreed between the parties that, if alcoholic beverages are to be on the premises during this specific function, that the undersigned is responsible for the conduct of their guests and that it will not be served to minors. Any alcoholic beverages will be removed by the Owner immediately after the function.

Initials

Declaration:
I hereby declare that I am a member in good standing of my Association, Antigua @Town Center Homeowners Association, Inc. I further declare that I have read and understood the Reservation Agreement and the Rules and Regulations and agree to abide by them.

Owner:
Signature: _____ Date: _____
Address: _____
Phone number: _____ Reservation Check# _____ Deposit Check# _____
Date Deposit Check Returned _____
Inspection Comments: _____

Note: Please return entire Agreement along with your 2 checks to Antigua @Town Center Homeowners Association.