High Country West Club
Facility Use Agreement

Name_____ Home Phone:_____
Resident/Host – **YOU MUST BE A RESIDENT W/ VALID HCW KEYTAG**

Address:_____ Cell/Work Phone:_____

Type of Activity:_____ **Swimming?** YES / NO (circle one)

Day & Date of Activity:_____ **Total # Attending:** _____
Include residents, children, self

Between the hours of _____ **&** _____ -6 hours max.
Include the set-up and clean up time

Circle Area to reserve:

Picnic Area C **Picnic area A** **Picnic Area B** **Meeting room (33 persons limit)**

Playground, swimming pool, spa, wading pool, & pool deck areas may not be reserved, no glass in these areas.

All areas require a $50. refundable security/cleaning deposit to be paid with a residents check only (NO CASH).
Write separate check for usage fee & deposit. - payable to High Country West.

Usage fee _____ check # _____

Usage fees:
0 - 15 Persons - no fee
16 – 30 Persons - $30. fee
31 – 50 Persons - $50. fee
51 - 100 Persons - $100. fee, must secure areas A & B together, secure HCW Board approval through manager.

$50.00 Security/cleaning deposit _____ check #
Required. Re-fundable at conclusion of activity, Resident must contact Staff for an inspection of area prior to leaving area.

Extra Lifeguard - $15.00 Per Hour, required for larger parties if no guards on duty when pool used.

Conditions / Restrictions: *Initial boxes, sign bottom*

☐ - **A guest list must be provided at least 48 hours prior** to facility use. **All persons in attendance of a reserved event must be on the guest list** and must check in @ office.

☐ **-Resident will serve as host, remain on site**, and will be responsible for attendee's compliance with "Facility Use Policy" which covers appropriate behavior while at the Club Facility.

☐ **-Areas used must be left in the same condition they were found**. Resident may be responsible for any additional charges (beyond the loss of the security deposit) incurred due to the result of their event.

-Facility use will be restricted to 6 hours (including set-up & clean up times) during normal hours, unless prior approval by the Board is given for extended use @ $20 per hour (or portion), must schedule in advance with manager.

-Activity must terminate no later than midnight on Fridays and Saturdays and by 10:00 P.M. on all other days. There is a $30. per hour charge for each additional hour (or portion) for time after normal closing time, must schedule in advance with manager.

-A resident may not reserve the meeting room more than once every 3 months without prior Board approval. See Club manager.

-Reservations are for the use of residents of the household for small personal get togethers. DO NOT reserve areas for use of friends, others outside HCW.

-The Board of Directors reserves the right to pre-empts any reservation for a Special Board Meeting if they feel it is for the good of the Association.

In execution hereof; the Resident listed above, sponsoring the event, agrees to all conditions and restrictions as listed. The Resident further agrees to indemnify and hold harmless The High Country West Property Owners Association, its Board of Directors and its Staff from and against any or all claims for personal injury (including death) or property damage arising out of or occurring in connection with the use of the facilities as hereby granted. The Resident further agrees that the Club facility use is for private use of the Resident and his or her guest and that the Resident agrees to be present during the entire period of the facility use.

_____ _____ _____
Resident's Signature Date Staff Booking Party Date Booked

*Area inspected by Staff*_____ *Date*_____
Sign

☐ Manager ☐ Office Check