

## Bryce Styza Properties Community Room Reservation Agreement

The Community Rooms are intended for use by all residents and are available for rental on a first-come-first-served basis for private parties/events. The following policies must be observed:

1. The room is available from 8 a.m. until 11 p.m. daily. Rental fees are based on location and a maximum time of use of 5 hours. Fees are:
 

The Boardwalk:	\$ 75.00
The Lodge	\$ 100.00
  
2. Event must be restricted to the Community Room only. Doors to the room are to remain closed during event. Guests shall not roam the building or grounds. Please limit the number of guests to:
 

The Boardwalk	35 guests
The Lodge	99 guests
  
3. Resident is responsible for proper conduct of all in attendance; no loud or excessive noise.
  
4. An inspection of The Community Room shall be performed by resident and by owner's representative prior to resident taking possession of room; any existing damages or cleaning issues shall be addressed prior to the event.
  
5. Resident agrees to completely clean Community Room, returning it to original condition. Resident shall lock all doors at the end of event.
  
6. The Community Rooms are locked. Resident is responsible for making arrangements to pick up the key from the Management Office during regular office hours. The key may be available a day prior to party/event. The key to the Community Room is to be returned to the Management Office the following morning. At that time, an owner's representative will inspect the room. If there are any issues, resident will be notified.
  
7. If the Community Room needs cleaning after the event/function, a cleaning charge of \$25.00 per hour will be assessed to the resident. Any damages will be charged at actual expense. Cleaning charges and/or damage charges must be paid in full when invoiced.
  
8. Cancellation Fee: Resident agrees to forfeit the Rental Fee if the Resident cancels the reservation for any reason, based on the following schedule:
 

30 days or more prior to the event:	Full Refund
15-29 days prior to the event:	50% Refund
0-14 days prior to the event:	No Refund

I am in agreement with the terms and conditions herein set forth. I understand that Management reserves the right to refuse the use of the Community Room to any resident at any time.

\_\_\_\_\_  
Resident Signature                      Apt. #

\_\_\_\_\_  
Owner's Representative

\_\_\_\_\_  
Resident Phone Number

\_\_\_\_\_  
Reservation Date and Time

Fee Paid \_\_\_\_\_

Date \_\_\_\_\_