

**The Reserve at Gold Hill**  
**Amenities Use Request Form and Clubhouse Rules**  
**Effective 1/1/23**

Each reservation requires: (1) \$150.00 Security Deposit, (2) fully executed Reserve Clubhouse Request for Use form, (3) non-refundable rental fee as follows:

- \$50.00 for the first four hours of rental and \$10 per hour for each additional hour for Reserve residents
- \$15.00 for the first four hours of rental and \$10 per hour for each additional hour for Reserve residents who are actively serving on a committee
- For commercial uses -- selling merchandise and/or services and/or charging a fee for entry or participation- - Clubhouse rental shall be \$65.00 for the first four hours and \$10 for each hour thereafter, plus \$150.00 security deposit.
- No charge for committees and community-wide Reserve groups such as Seniors, Bunco, Book Clubs, Euchre, etc.
- Under the following conditions, the clubhouse may be used without a fee:
  - All participants must be residents of The Reserve
  - Participants must clean up at the end of the event (sweep, take out trash, wipe down tables, put away all chairs)
  - Signed paperwork must be submitted and a security deposit submitted. This deposit will be shredded if the clubhouse is left in good order
  - The event cannot be used to generate income or profit in any way
  - Communication: After the event has been approved by the amenities committee, you will need to email the board asking for an email to be sent inviting residents. A Facebook post to the neighborhood page is strongly recommended as well.
- The clubhouse is not available for rent by non-residents of the Reserve at Gold Hill

Two separate checks should be made payable to The Reserve Amenities Committee and attached to reservation forms. The completed forms and checks should be sent to:

**Midge Zimmerman, 397 Miners Cove. (Questions about your rental? email: [Midgezimm@gmail.com](mailto:Midgezimm@gmail.com))**

When your paperwork and checks are received, you will be contacted by a member of the Amenities Committee to arrange check-in and check-out of the facility. The security deposit will be shredded once checkout inspection is complete, and the clubhouse is considered to be in the original condition as it was upon check-in.

**Please remember that only Reserve at Gold Hill homeowners 21 years of age or older may reserve the clubhouse. Homeowner is responsible for the actions of any guests and must be present for the duration of the scheduled event.**

**CLUBHOUSE RULES**

**I understand and agree:**

1. To be fully responsible for any and all damage, breakage, and inconvenience occurring during my event.
2. If serving alcoholic beverages, to provide proof of liquor liability insurance coverage.
3. To refrain from gluing, taping, nailing, or tacking anything to the walls and/or ceilings.
4. To keep noise to a minimum so as not to disturb neighbors. Sound systems, DJs, bands, or karaoke are not allowed past 10 p.m.
5. That I am a Homeowner at The Reserve at Gold Hill and am at least 21 years of age.
6. To provide all extra chairs, tables, and other items needed to accommodate my guests/event.
7. The amenities must be vacated by 10 p.m. unless a special time extension is approved by the Amenities Committee or the HOA Board prior to the date of the event.
8. The Amenities Committee and/or HOA Board reserves the right to cancel any function prior to the date of the event, for reasonable cause.
9. Guests must park within designated lined spaces in the parking lot and NOT on the grass, walkways, or street.

- 10. To be responsible and considerate of others, especially those living near the Clubhouse area. In the event of complaints, I agree to diminish noise or disturbing behavior.
- 11. Grilling or outdoor cooking of any kind is prohibited unless special consideration is approved by Amenities Committee or HOA Board prior to the event.
- 12. Smoking is not allowed on the premises.
- 13. To return Clubhouse to its original condition immediately following my event.
- 14. If the clubhouse is being rented and/or reserved for commercial use, I certify that I am opening attendance and participation at this event to all Reserve HOA residents. I further understand that I am limited to apply for such use only once per calendar month.
- 15. Maximum capacity within the clubhouse must be limited to a 50 people due to fire code
- 16. **RENTAL OF THE CLUBHOUSE DOES NOT INCLUDE EXCLUSIVE USE OF THE OTHER AMENITIES (Pool or Airnasium) ~ SUCH OTHER USE MUST BE APPROVED BY THE HOA BOARD**

Reserve Clubhouse Request for Use I/we \_\_\_\_\_ (Homeowner) request rental of The Reserve at Gold Hill Clubhouse and acknowledge that I have read and signed the procedures and policies on the Clubhouse Rules form and at [www.reserveatgoldhill.com](http://www.reserveatgoldhill.com) and that I understand and hereby agree to abide by these policies. (Please note that affirmation of the policies is the affirmation of the most current and updated policies found at [www.reserveatgoldhill.com](http://www.reserveatgoldhill.com).)

PLEASE PRINT

Name \_\_\_\_\_ Lot # \_\_\_\_\_

Address \_\_\_\_\_

Telephone - Home \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail address \_\_\_\_\_

Day and date requested \_\_\_\_\_ Event hours: \_\_\_\_\_ until \_\_\_\_\_  
 (These times should indicate AM/PM and include set up and breakdown of your event.)

Estimated number of persons in attendance \_\_\_\_\_

Event description \_\_\_\_\_

Additional considerations \_\_\_\_\_

I agree to be responsible for all damages to amenities and to be present at all times during event.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**OFFICE USE ONLY**

Rental Check # \_\_\_\_\_ Deposit Check # \_\_\_\_\_ Date received \_\_\_\_\_

RGH representative checking in \_\_\_\_\_

RGH representative checking out \_\_\_\_\_

Comments \_\_\_\_\_

Date deposit check destroyed \_\_\_\_\_ By \_\_\_\_\_