

# The Fairways of Blackhawk Homeowners Association

## Amenity Center Clubhouse Reservation Policy

The amenity center clubhouse is available to The Fairways of Blackhawk residents for their **occasional personal recreational and social use only**. This privilege is granted solely to lot owners of record or to their registered lessees or renters on an availability basis only.

The following are the clubhouse reservation and usage rules and regulations:

- Any activities/events of a commercial nature are prohibited.
- Overnight parties are not permitted.
- Making a reservation for a third person or party is prohibited.
- Homeowners are eligible for two (2) event reservations per calendar month.
- Homeowners may sponsor a maximum of two events per calendar year.
- No accumulation of days of eligibility.
- Consecutive day reservations are not permitted.

The Board of Directors may deny use of this private facility for activities that are illegal, noisy, present a hazard or they are deemed not in the best interest of the Homeowners Association or neighborhood.

The Fairways of Blackhawk Homeowners Association may use this facility for "official business" as the Board may deem appropriate. The terms "official business" refer exclusively to meetings or events to conduct the affairs of the Fairways of Blackhawk HOA.

## HOW TO MAKE A RESERVATION AND RESPONSIBILITIES

1. The Lessee should contact the association Reservation Coordinator, to determine available dates and request a reservation form and date. The selected date will be held for two consecutive business days pending completion of the reservation process. The Reservation Coordinator will verbally confirm the reservation date. The Lessee will then have two (2) days to submit a completed agreement form along with a non-refundable fee of (\$50.00) dollars and a deposit of \$50.00 in the form of two (2) separate checks. If the time line is not met the requested date will be open to another lessee if requested.
2. Reservation should be made at least two weeks in advance, however at the discretion of the Reservation Coordinator, exceptions may be allowed in special circumstances.
3. Should the reservation timeline not be met, the selected date will be made available to another applicant, if requested.
4. To assure the availability of the reservation officer, the applicant should make arrangements to pick up the key and instructions at an agreed upon time prior to the date of the function.
5. Lessee agrees to return clubhouse key to the Reservation Coordinator within 2 days after the function or the deposit will be forfeited.
6. The clubhouse will be inspected the day following each event (and before the next event) to determine if usage rules, regulations and cleaning have been completely followed. If, at the sole

discretion of the Reservation Coordinator, the rules have not been followed the fifty (\$50.00) deposit will be forfeited.

7. Should any damages to the building or its contents occur, the deposit will be forwarded to the management for deposit in the Association account. The applicant's account will also be charged any additional amount necessary to make repairs or replacements.
8. The application is non-transferable.
9. The Lessee (adult Fairways resident) must be present at the amenity center clubhouse at all times during the requested activity on the reservation date..
10. Cash cannot be accepted as a deposit.
11. This Reservation Policy and the Amenity Center Clubhouse and/or Pool Lease Agreement shall constitute the whole agreement between the Fairways of Blackhawk Homeowners Association and the Lessee.

**Board approved March 2008**