



CONDOMINIUM ASSOCIATION, INC.

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CLUBHOUSE EVENT REGISTRATION

The Dune Walk Clubhouse Activity room is available for group gatherings on a non-exclusive basis. Owners, Registered Guests and Tenants must register events with more than 10 attendees by submitting form to office manager in advance. Dune Walk activities have scheduling priority. A minimum of one table must remain available for resident wi-fi use throughout event(s). Clubhouse hours are 8 am to 10 pm daily.

Host Name:	
Host Unit No.:	
Phone:	
E-mail:	
Event Description:	
Oven Use ?	No Yes

Date of Event:	
Total Attendees:	
Outside guests:	
Other Unit Nos:	
Start Time:	
End Time:	

(Time period not to exceed 3 hrs.)

Events held in the Activity room must adhere to the following guidelines and to all applicable rules and regulations that are outlined in the Grounds and Building Rules and Governing Documents.

Host acknowledging signature required on page 2.

1. Events are limited to 30 persons.
2. The Host must remain at the event throughout its entirety and accepts responsibility as the host in charge. The Host is responsible for the conduct of event attendees.
 - a. The Host is solely responsible for any and all items which are brought to and left in the clubhouse areas. The Association will not be held responsible for any such items that are lost, damaged or stolen.
 - b. Event attendees are restricted to the use of the Activity Room, kitchen and restrooms. Non-registered guests are prohibited from using the pool and fitness center. Guests are not to roam or loiter around the grounds.

3. Events and Activities not permitted:
 - a. No event is to be publicly advertised by any means (flyers, ads, social network, etc)
 - b. No activities deemed illegal may be conducted during the event.
 - c. Any activities that result in complaints and / or police intervention will result in fines and penalties.
 - d. **Any report of the above activities will result in the immediate shutdown/cancellation of the event. The Host and Residents will lose Clubhouse access privileges.**

4. Host/Guest Behavior:
 - a. No smoking is allowed within the clubhouse building.
 - b. No loud, boisterous behavior or roughhousing is allowed. No standing or jumping on furniture, nor sitting on tables will be tolerated.
 - c. All music / audio must be kept at a reasonable volume.

5. Decorations and Lighting:
 - a. Use of fire (including candles), smoke, fog (for special effects), sprinkles, confetti, or glitter is prohibited.
 - b. No staples, screws, tacks, nails, tapes, or other fasteners are permitted on the walls or furnishings. Decorations may be hung on walls and glass with 'Painters Tape'.
 - c. All items must be removed by the end time of the event.

6. Parking:
 - a. Parking is prohibited in the hashed area near the West door. Clubhouse access is through East / poolside doors only.

7. Clean-Up:
 - a. Host is responsible for all clean-up (including floor mop & vacuum), and trash removal from the rooms, parking lots and surrounding areas. Trash must be placed in dumpsters. There will be no improper disposal of food items, bones or grease down the sink drain. All decorations and balloons must be removed.
 - b. Clubhouse dishware and utensils must be washed, sanitized and put away as soon as possible.
 - c. The condition of the restrooms must be checked, spills removed, and any litter picked up.

XVI. CLUBHOUSE RULES:

- A. No Private Parties are permitted. The clubhouse is for the use of owners, registered tenants and registered guests only.
- B. No food or beverages are to be stored in the clubhouse overnight without management or board approval.
- C. No one under 21 years of age may consume alcohol on the Association's property.
- D. No alcohol is to be in the clubhouse at any time unless a person 21 years of age or older is present.
- E. No children under the age of 12 are permitted in the clubhouse without adult supervision.
- F. Owners are restricted to 6 guests each with a total maximum of 20 outside guests for any given party.
- G. All individuals planning to host an event with more than 10 attendees must register with the office.

As Host, I agree to follow all Clubhouse and Event rules and guidelines.

Host Signature

Date