



# Coach House Manor

## **Party Room Rules & Regulations**

1. RESERVATIONS:
  - A. Must complete a Coach House Manor party room application.
  - B. Must make reservations with the office during normal office hours.
  - C. FIRST COME, FIRST SERVE BASIS.
  - D. No private parties may be scheduled that conflict with Association activities.
  
2. Party room rental is restricted to unit owners or registered residents, unless special permission is granted from the Board or the office manager.
  
3. Sponsoring unit owner and registered resident are strictly responsible for all damages or loss of Association property.
  
4. The party room activities shall be limited to the PARTY ROOM ONLY, the only exception being restroom use. Objectionable behavior and disturbances will not be tolerated and can result in guests being asked to leave and the sponsoring unit owner or registered resident will be denied use of the facility for a period of ninety (90) days. All guest must leave the party room by 12:45 a.m., all lights must be out at 1:00 a.m.
  
5. The party room and restrooms must be left in the same condition as when it was rented. Sponsor shall inspect the party room prior to use and notify the Association, in writing, Of any unacceptable conditions.
  - A. Trash removed from the party room and restrooms.
  - B. Sinks and counter tops cleaned.
  - C. Refrigerator and range cleaned.
  - D. Floor swept.
  - E. Furniture returned to original places.
  - F. Air conditioner and fan turned off.
  - G. Lights out, including the outside light.
  - H. All doors locked.
  
6. Sponsor shall indemnify and hold Coach House Manor Condominium Owners

Association harmless from any and all damages or accidents or civil suits that Happen from the use of the party room for a private activity.

7. Sponsor is responsible for securing the party room before they leave and for returning the key to the office the day the office is open after the party.
8. PARTY ROOM FEES:
  - A. \$20.00 to rent party room.
  - B. \$100.00 refundable security deposit.

Fees are payable before use.

**CHARGES THAT CAN COME FROM YOUR SECURITY DEPOSIT**

- |    |  |         |
|----|--|---------|
| A. | Failure to empty trash                             | \$10.00 |
| B. | Failure to remove any decorations                  | \$15.00 |
| C. | Failure to clean the party room                    | \$35.00 |
| D. | Failure to clean restrooms                         | \$25.00 |
| E. | Damages will be the cost of repair or replacement. |         |

**FINES THAT CAN COME FROM YOUR SECURITY DEPOSIT.**

- A. Using the swimming pool or recreation room will result in a forfeiture of the entire security deposit, and the forfeiture of your rights to use the party room for one (1) year.
- B. Leaving any door unlocked will be a fine of \$50.00.
- C. Partying outside the party room will result in forfeiture of the entire security deposit.
- D. Excessive noise may result in the forfeiture of your security deposit and/or your rights to use the party room for one (1) year.