

# Sunset Creek Clubhouse Reservation Form and Rental Agreement

Please print and complete this form and submit to the Clubhouse/Pool scheduler with appropriate fee and deposit.

Name \_\_\_\_\_ Today's date: \_\_\_\_\_

Address: \_\_\_\_\_ Requested date: \_\_\_\_\_ Time: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Type of function: \_\_\_\_\_ Approx # of people: \_\_\_\_\_

Will you also be using the pool area?\*    yes                  no

\*If yes, you will also need to complete a Pool Reservation Form, available at [www.sunsetcreek.org](http://www.sunsetcreek.org). (Note also that use of the pool area for a party requires an additional fee and damage deposit, i.e. total fee of \$60.00 and total deposit of \$300.)

Please clean the clubhouse immediately after use. If you use the clubhouse when the pool is closed for the season, you must remove all trash to your home trash.

I have read the Sunset Creek Clubhouse Rules and agree to abide by them. Use of the Clubhouse is at my own risk and liability.

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

Fees due at the time this form is submitted:

\_\_\_\_\_ (scheduler initial)      Deposit: \$150.00      Check only, payable to  
Sunset Creek HOA. To be held until key is returned and Clubhouse is  
inspected after event. For one time events, the check is destroyed if no  
damage is found. For regular, ongoing meetings or events, the check is  
retained by the scheduler.

\_\_\_\_\_ (scheduler initial)      Rental fee: \$30.00      Cash only, non-  
refundable. This fee is waived for community volunteer organizations  
whose functions are open to the community.