



Summerbrooke Homeowners Association Clubhouse Reservation Form

The HOA of Summerbrooke is glad that you have taken advantage of the Association's facilities and hope that your function at the Summerbrooke Clubhouse and pool is a successful and a happy one. We also hope that you will use this facility again when you have a party or function to celebrate.

Below are a few simple rules which the Summerbrooke HOA would ask you to follow so the clubhouse and pool area will be ready and available for you and your neighbors to use. During the spring and summer months we have numerous reservations for the clubhouse and most are back to back reservations so ensure you do your part to keep the clubhouse and pool deck clean and tidy ensures the HOA is able to meet each of the reservations requested by Summerbrooke residents.

- ◇ You must be current on ALL HOA dues.
- ◇ **There is a \$50.00 refundable deposit due at the time of the key being issued.** Check must be made payable to Summerbrooke HOA and will be returned when the key is returned and the facility is checked. Please contact Chris Wooldridge to arrange to get the key at wooldric@bellsouth.net
- ◇ Please leave everything exactly as you find it. The clubhouse and pool deck area is inspected after each reservation. If you move pool furniture around please put it back.
- ◇ In the unlikely event that an accident causes damage to the facilities (clubhouse, pool, or surroundings areas owned by the HOA) please report the incident immediately to CMA to the attention of Sally Mooney at smooney@cma-atlanta.com. The cost to rectify the issue will be deducted from your deposit.
- ◇ We currently do not have a cleaning service for the clubhouse or pool deck area so please vacuum the carpet in the clubhouse if needed also wipe off the tables if used during your reservation. You will need to bring your own vacuum with you because the clubhouse is not equipped with a vacuum.
- ◇ The pool currently has one garbage can for garbage. The garbage can is often full. If you have large amounts of trash or pizza boxes please take the trash with you as the pool area cannot accommodate large amounts of trash.
- ◇ Please ensure ALL your guests follow ALL pool rules that are posted beside the water drinking fountain inside the pool area. Please pay attention to the NO glass policy in or around the pool area also the pool gate may NOT be propped open for any amount of time. Also ensure only your guests are using the clubhouse during your reservation.

Date Requested / Time of use: _____

Person reserving the clubhouse printed name, address and phone number:

Person reserving the clubhouse signature:

