

Tierra Catalina Condominiums Clubhouse Reservation Request

Tierra Catalina Homeowner Association

PAUL ASH MANAGEMENT CO., LLC
1985 E. River Rd. #101
Tucson, AZ. 85718
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I _____ being a homeowner of Tierra Catalina Condominiums and residing in Unit # _____, request permission to use the Clubhouse for the purpose of:

Between the hours of _____ and _____ on _____. There will be _____ number of guest in attendance (Maximum allowed 40).

I hereby accept full responsibility for myself and my guests and will be personally liable for any damage to any personal or community property within Tierra Catalina caused by my guests, invited or uninvited. I further promise that my guests, invited and uninvited, will abide by the clubhouse, pool, and grill rules posted.

At the end of my function, I will take full responsibility for the clean-up procedures, attached, and will leave the Clubhouse and Pool area in the same excellent condition as I found them in. Any cost incurred by the Association to restore any facility or property within the community resulting from the use of the Clubhouse and Pool area will be the responsibility of the applicant.

A \$300 refundable cleaning deposit is required when the application is submitted to reserve the clubhouse is submitted. A check needs to be made out to Tierra Catalina Homeowners Association. No Cash. There is a \$75 non-refundable rental fee of the clubhouse for renters. If a renter rents the clubhouse this form must be signed by the homeowner of the unit. After an inspection by Management or the Board of Directors and everything is found to be clean and in the same condition as it was before applicant used the Clubhouse, the deposit will be returned within a timely manner. If additional funds are needed to take care of any damages to the facilities, the homeowner of the unit will be responsible even if this form has been signed allowing their tenant or guest to use the facilities.

I acknowledge that I have read and agree to abide by the Rules and Clean-Up Procedure associated with the use of this facility. (Please see attached Rules and Clean-Up Procedure).

_____	_____	_____
Homeowner (Signature)	Phone Number	Date
_____	_____	_____
Renter (Signature)	Phone Number	Date

Clean up Procedure:

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- Remove all left-over food from refrigerator.
- Clean counter tops sink, and tables.
- Return furniture to original position.
- Empty trash receptacle in pool area and clubhouse than replace trash bags.
- Sweep floors and carpets.
- Ensure restroom is clean.
- Ensure all doors are locked when you leave.
- Ensure all lights are turned off when you leave.

Clubhouse Rules:

- No pets are allowed in the Clubhouse, Pool, or Gym.
- If the Clubhouse key is lost or misplaced a \$50.00 charge will be assessed.
- Clubhouse Key needs to be returned within 36 hours or deposit will be forfeited.
- The Clubhouse is available to rent for parties or meetings between 7 a.m. and 11 p.m.
- Make your request at least one week in advance.
- The pool, spa, and fitness room will remain available to residents during Clubhouse reservation period.
- Furniture is Not to be removed from the clubhouse.
- The temperature of the thermostat must be the same when you leave the clubhouse as it was before.

Grill Rules:

- Grill must be attended at all times.
- Water must be available at all time to extinguish uncontrolled flames.
- Douse charcoal with water to ensure fire is completely extinguished before leaving the area.
- Clean area after use, dispose of used coals in appropriate bin.

Pool and Spa Rules:

- Pool and Spa hours are 7AM—11PM.
- The pool gate must be closed and locked at all times.
- Children under fourteen years of age are not allowed in the pool area without adult supervision.
- No glass of any kind including drinks in glass bottles is allowed in the pool area.
- No diving is allowed in the pool.
- Pool furniture must remain in pool area.
- Proper swimwear must be worn in the pool.
- No running, boisterous play, or excessive noise is allowed in the pool area.
- Personal items left at the pool area will be taken by property management and thrown away after two weeks if not claimed.
- Animals are prohibited from the pool and pool area with the exception of service animals.