

NOTTINGHAM FOREST SOUTH HOMES ASSOCIATION

Clubhouse General Rules

1. Reservations for the clubhouse are to be made through Home Association Solutions by contacting them through the eNeighbors website and are limited to the number of guests that are listed on the reservation agreement, but not to exceed sixty (60) guests. A homeowner may reserve the facility **ONLY** for their own use and **must be in attendance at all times** and must be in good standing with the Homes Association.
2. Until further notice the required deposit shall be \$150 (issued as a separate check) and the nonrefundable rental fee is \$100 for parties of 1-60. The \$150 deposit is refundable after a satisfactory inspection by agents of the Management Company, cleanup is determined to be satisfactory, and no damage has occurred.
3. In the event you need to cancel your reservation, written notice **must** be given to the management company at least 48 hours in advance of the event. Cancellations made within 48 hours prior to the event will forfeit \$100 of the rental fee.
4. **FREE CLUBHOUSE USE MUST BE APPROVED BY THE BOARD OF DIRECTORS** and your request must be submitted thirty (30) days in advance to the Board of Directors.
5. Upon your arrival at the clubhouse, if you find any damages or unsuitable conditions, you must report it immediately to the Management Company by calling 913-825-0001. **You assume full responsibility if you fail to take this action.**
6. The Management Company on the direction of the Board of Directors shall determine the extent of any damages to the property or furnishings. Should the damage exceed the amount of the deposit, which was paid by the homeowner, the Management Company will notify the Board of Directors to inspect the damages. Damages or soiling shall be charged against the deposit. Any excess cost of damage or soiling over the amount of the deposit shall be assessed against the homeowner and paid upon demand to the Nottingham Forest South Homes Association.
7. Failure to pay for repair of damages to property or furnishings within thirty (30) days shall be sufficient cause for the Board of Directors to file a lien against the homeowner and to take any and all legal action available to the Association as provided under the laws of the state of Kansas. The homeowner's privilege for future use of any common areas that can be reserved will be withdrawn until the claim is resolved.
8. No furnishings or fixtures may be removed from the clubhouse. Furnishings may be rearranged within the clubhouse facility but must be returned to their original place before leaving the clubhouse. **NO NAILS, PINS OR STAPLES** are to be used on walls or woodwork. If tape is used it must be removed before you leave.

The lease applies only to the clubhouse facility and does not include the use of pool or tennis court facilities. Pool reservation may be made through the lease agreement only if **ALSO** renting the clubhouse. For pool reservations **only** please contact the pool chair and see clubhouse contract for pool fees.
9. Your security deposit check will be deposited if any damage is incurred after your function.
10. Management will provide an access code to the clubhouse which will be active for 24 hours from the moment the code is first entered at the clubhouse.
11. All reservations **must** end by midnight unless previously approved in writing.