

PHEASANT CREEK HOMEOWNERS ASSOCIATION

2204 Timberloch Place, Suite 245, The Woodlands, Texas 77380, (281) 296-9775

Policy and Agreement for Clubhouse Usage

1. In order to use the clubhouse the homeowner assessment must be paid in full.
2. Reservations must be made fourteen (14) days in advance through Consolidated Management Services at (281) 296-9775, Monday through Friday, 9:30 a.m. – 4:30 p.m. Deposit check and usage fees must be received in advance.
3. The building will be limited to adult supervised and attended activities. Only Pheasant Creek homeowners in good standing will be permitted to reserve the facility.
4. A deposit of \$250.00 will be required by check in advance for private functions. The utility usage fee for the Clubhouse will be \$10.00 per hour. Deposits will be returned after the inspection of the facility. Any group or individual using the Clubhouse must have a two hundred fifty dollar (\$250.00) deposit on file before access to the Clubhouse will be granted.
5. The Consolidated Management Services will handle all scheduling. Please report any damages or problems with the facility to Consolidated Management Services.
6. A clean-up charge will be deducted from the deposit if the facility is not properly cleaned. The Clubhouse and all furnishings must be left in the following condition: all lights turned off; toilets flushed; counters and table tops wiped clean, floors swept and clean; trash cans emptied and any trash removed.
7. No loud or offensive activities that will become an annoyance or nuisance to the surrounding homes will be permitted.
8. Only non-profit activities will be allowed.
9. Occupancy of the building will be limited to fifty (50) people at any one time or event.
10. All Association approved Clubhouse rules will be abhered to and followed. If violations of the rules occur, the Board of Directors or their appointee can close and vacate the facility without notice and without refund of the deposit and utility usage fee.
11. The facility will be inspected by the homeowner and an Association representative before and after the function. Damage to the facility, furnishings and/or fixtures will result in deductions from the deposit. The amount of deduction will be assessed at the repair or replacement cost of the damaged items. Damages above and beyond the deposit will be the responsibility of the resident signing for use of the facility.
12. No smoking will be allowed in the facility at any time.

13. Alcohol will not be allowed.
14. Any group or individual using the Clubhouse must have a two hundred fifty dollar (\$250.00) deposit on file before access to the Clubhouse will be granted.
15. Toilet paper, soap, and other supplies are not provided by the Association. Please plan to bring necessary supplies and equipment to properly clean the clubhouse after usage.
16. The Clubhouse is available for usage between the hours of 7:00 A.M. and 12:00 Midnight.
17. No tacks or tape shall be used on the walls, doors or cabinets.
18. No cooking in the clubhouse other than in microwave.

I acknowledge that I have read the rules and will abide by them. I also acknowledge that I will be responsible for any damages to the facility. I agree to pay any damaged in excess of the \$250.00 deposit.

Date ____/____/____ Time (from) ____:____/M (to) ____:____/M

_____ hours X \$10.00 - \$_____

Approved, Clubhouse Chairperson

Homeowner _____

Address _____

Usage Check # _____

Homeowner Signature

Contacts -- Allison Malandrucolo of CMS 281-296-9775

Linda Taylor will open and close the clubhouse 281-491-0357 **Please call Linda Taylor prior to rental to confirm OR ANDREW SEPULUEDA 281-277-1353**