

# Villages of Stoneybook

## Clubhouse Rules & Reservation Form

1. Reservations for exclusive use of the clubhouse a reservation form must be completed and returned to VOS HOA at least 48 hours prior to the proposed use.
2. A resident or owner must always be present during any use of the clubhouse & shall be personally responsible for the behavior of their guests on HOA property.
3. No reservations may be made on holidays or holiday weekend without special permission from the board of directors.
4. Children of VOS homeowners/residents must be 18 or older to use the clubhouse without an adult present after 7PM. You must be 21 or older to reserve and host an event in the clubhouse.
5. Any homeowner delinquent on their Association fees may be excluded from use of the clubhouse or pool area.
6. Guest at the clubhouse/pool should park in the clubhouse parking lot. If the parking lot is at capacity, cars may be parked on the street against the right-side curb during the event. Please inform your guests.
7. The pool cannot be reserved for private parties.

### Clubhouse Rules

1. No smoking permitted in the clubhouse or pool area.
2. No pets allowed in the clubhouse or pool area or pool.
3. If furniture is moved, please return all furniture to its original position. Please do not push furniture across the carpet in the clubhouse
4. You must supply you own paper products, cleaning supplies, and garbage bags for an event.
5. Floors must be vacuumed; garbage must be removed to your unit for pick-up on trash day. if used, the kitchen must be cleaned - including the refrigerator, over, stove top, sink, and countertops. Clean all glass table tops. Do not leave food in the refrigerator.  
\_\_\_\_\_ (initials)
6. On leaving, turn of lights, unplug all coffee pots, lock doors & windows, and return the A/C or heat to its original settings. A central vacuum system is available. – accessories are found in the closets upstairs & downstairs. Lock the clubhouse bolt locks.
7. The clubhouse must be completely cleaned & returned to its original condition no later than 12:00pm the following day.

### Reservations

1. Fee to rent clubhouse: \$25.00 per each reservation
2. A \$250.00 dollar deposit is required when the reservation form is submitted.
3. When your event is completed, a walk through by a clubhouse committee member may be done. This deposit will be returned, in full, provided the clubhouse has been cleaned and no damage has been done. **IF CLUBHOUSE HAS NOT BEEN CLEANED, A \$100.00 CLEANING FEE WILL BE CHARGED. IF ANY DAMAGE IS DONE DURING A PRIVATE EVENT, THE EXCESS DAMAGES WILL BE ASSESSED AND WILL BE BILLED TO THE OWNER/RESIDENT.**

\_\_\_\_\_ (initials)

Important: See also COVID addendum page



## Village of Stoneybrook Clubhouse Reservation Form

**Villages of Stoneybrook HOA  
c/o Peggy Randall  
1008 Peck Place  
Hendersonville, Tn 37075  
949-300-0541**

Two checks should be submitted made payable to Villages of Stoneybrook HOA

Rental Fee: \$25.00          Security Deposit - \$250.00

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell Phone \_\_\_\_\_

Requested Date of Use: \_\_\_\_\_ Day of Week: \_\_\_\_\_

Time: From: \_\_\_\_\_ To: \_\_\_\_\_ Approximate # of Guests: \_\_\_\_\_

Purpose of Gathering: \_\_\_\_\_

Signature of Applicat(s): \_\_\_\_\_

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

Prior to your reservation date, please contact a clubhouse committee member for the code for the front door. The code is changed regularly to prevent people using our clubhouse without permission.

## **Addendum to Clubhouse Reservation Rules during the duration of public COVID precautions:**

Hosts reserving the clubhouse for private use are reminded that they are responsible for any precautions for their guests. And to note that the immediate post event cleaning required of hosts is expanded to specifically include wiping of all frequent contact hard surfaces with an EPA approved viral sanitizer (typically a quaternary amine, peroxide, or thymol based product often labeled "kills 99.9% of germs"). Such surfaces include switch plates, door and fixture handles, bathroom fixture contact areas, and counters and tabletops.