



Indian Creek Clubhouse Reservation Agreement
 1689 Bandera Dr
 Carrollton TX 75010



HOMEOWNER'S DUES MUST BE CURRENT PRIOR TO MAKING RESERVATION

Date of Function: _____ Time of Function: _____

Description of Event: _____

of People Expected to Attend: HOA Residents: _____ Non HOA Residents _____

Name of Homeowner Responsible: _____

Street Address: _____ City: _____ State/Zip: _____

Phone Number: _____ Email Address: _____

Rental Charge: \$150 per time slot

Closing Time: Parties must end, including cleaning time, by 3:00pm or 1:00am, depending on time slot.

The date and time requested will only be held for 7 days without the rental fee.

The rental fee is refundable only with 7 days' notice of cancellation. Cancellations need to be made via email: DIRHmanager@goodwintx.com.

Responsible party agrees to be liable for any damages to the property during their occupancy. They also agree to do their own set up and clean up, leaving the property in the same condition as they found it. Responsible party also agrees to turn off all lights and secure the building. All guidelines provided to the Member by the HOA shall be honored. Responsible Parties must leave the clubhouse in acceptable condition or their account will be charged for any damages or excessive cleaning needed.

NOTE: All garbage resulting from your reservation **MUST** be placed in the **ONSITE DUMPSTER ONLY!** The garbage may **NOT** be placed in bags at the curb. If the dumpster is full, take the garbage back to your home for pickup. The HOA member who reserves the clubhouse is responsible for any fines or citations that the Association incurs for non-compliance.

Indian Creek Ranch/Carrollton Homeowners Association, Inc, including but not limited to, its members, officers, and directors, shall not be liable to any Member, Visitors, or to any other person whomsoever, for any injury or damage to property or persons on or about the premises or any area owned by Indian Creek Ranch/Carrollton Homeowners Association, Inc caused by the negligence or any other action or inaction of any Member, misconduct or Members, its visitors, its participants, licensees or concessionaires or any other person entering premises under express or implied invitation of Member of arising out of any breach or default by Member in the performance of its obligations hereunder, and Member hereby agrees to indemnify Indian Creek Ranch/Carrollton Homeowners Association, Inc. and hold harmless from any loss, expense, or claims arising out of such damage or injury

Signature: _____ Date: _____



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I, (print) _____, will take full responsibility for the Indian Creek Clubhouse during the reserved date and time. I am aware that I may not enter the clubhouse at ANYTIME except or the time I have it reserved. I have been presented with the clean up requirements and have done a walk through with the Community Manager. I understand that if cleaning does not pass inspection, my account will be charged for any damages or extra cleaning.

I understand the following decorations are not allowed in the Indian Creek Clubhouse:

- Duct tape
- Colored Rice
- Sequins
- Henna Products
- Glitter/Confetti

AUTOMATIC CHARGES

- Counter tops left dirty (food or residue stuck to them): \$50
- Event garbage not placed in outside garbage receptacles: \$50
- Refrigerator, Microwave, & Oven not wiped out and front clean: \$50
- Floors not cleaned-vacuumed and mopped: \$75
- Decorations and tape not taken down: \$50
- Windows not clean: \$50
- Tables and chairs cleaned and stored: \$50
- Leaving the clubhouse after the contracted reservation time: \$50
- Any of the 12 doors left unlocked \$100
- Balloons in the ceiling \$30
- Smoking in the building \$500
- Trash in pool or pool area: discretion of pool service
- Rocks thrown in pool: discretion of pool service
- Any additional damages are billed at the discretion of the Board of Directors and/or the Management Company.

I am aware the property manager or representative of the HOA can enter the club at any time to access their office and/or workspace and can inspect the clubhouse and pool area.

I have been furnished with a contract and a copy of the clubhouse reservation guidelines. The contract must be signed and returned with the required check as soon as possible to ensure the date and time requested. Once received, access shall be made available for reserved date and time. Reservations are on a first come, first serve basis and time and date will only be held for an HOA Member for 7days without the deposit and rental fee.

Signature: _____ Date: _____



Indian Creek Clubhouse Reservation Agreement



Guidelines for Community Center Reservation

Indian Creek Ranch/Carrollton Homeowners Association (the “HOA”) reserves the Community Center for its members (the “HOA Member”) subject to the restrictions listed below:

PLEASE NOTE: YOUR RESERVATION IS FOR THE CLUBHOUSE. THE SIDE ROOMS ARE EXCLUDED. THE POOL CANNOT BE RESERVED. IN ADDITION, THERE IS A LIMIT OF TWENTY (20) GUESTS PER HOMEOWNER PER SCHEDULED PARTY AT THE POOL.

The HOA Member designated as the person responsible for the property during the time of use will be the one responsible for all damages and excess cleaning.

No smoking is permitted anywhere in the building.

Only birdseed may be thrown at a wedding and only outdoors.

No wet garments or towels are allowed inside the community center. For those using the pool area, restroom facilities are available in the bathhouse.

The HOA member is responsible for leaving the center clean and in order. All food and garbage must be removed from the building and equipment and furnishings restored to their original places. Any violation of this rule will result in fines/charges added to the responsible party’s account.

The HOA is not responsible for any equipment, supplies, or personal property of an HOA Member or their guest(s) that may be lost, stolen, or broken while on the property.

The HOA Member agrees to be liable for any damage to the property whichever may occur during the time of occupancy and further be responsible for turning off all lights and securing all building exits.

The HOA reserves the unconditional right to appropriate any part of the property when needed.

Bounce houses, pony rides, etc are allowed and can be held on the common area near the clubhouse but proof of insurance from the operator is required to be submitted to the Association BEFORE they will be allowed on premises. Any expense for damages to the grounds will be the responsibility of the renter. The operator and/or renter must clean up all debris and litter from such activities.

Barbecue grills are allowed to be used but must be operated no less than 10 ft away from any structure or tree. The renter must clean up all debris and litter from such activities. If a renter chooses to bring a barbecue to the common area, the renter is solely responsible for the operation of the barbecue. The Association maintains no warranties or liabilities for this or any other activity.

Parking spaces are limited and other residents maintain the right to park in the clubhouse parking lot during the reserved event, so there is no guarantee that all parking spaces will be available.

Signature: _____

Date: _____



Indian Creek Clubhouse Reservation Agreement



Clubhouse Cleanup

- Cleaning supplies are in the Electrical Room. Please return all cleaning supplies when done.
- **SUMMER:** air conditioning returned to 80 degrees. **DO NOT ADJUST THE MANAGER'S OFFICE THERMOSTAT AND DO NOT TURN THEM OFF**
- **WINTER:** heater return to 60 degrees. **DO NOT ADJUST THE MANAGER'S OFFICE THERMOSTAT AND DO NOT TURN THEM OFF**
- Dispose of all trash in dumpster located in the parking lot. Return trash bins to utility closet
- Sweep and mop all floors: clubhouse, kitchen bathrooms. Supplies are in utility closet
- Bathrooms: remove trash, clean sink, mirrors, and toilets
- Return furniture to original position. Wipe down tables and chairs. Return tables and chairs to storage room.
- Clean kitchen counters and sink. Empty and clean refrigerator. Clean over and microwave if used.
- Remove party trash left on patios, walkways, and surrounding clubhouse areas. This includes drinks, food, cigarettes, and toys left by pool area and planters by front doors.
- Clean fingerprints off glass doors.
- Turn off lights
- Make sure all 12 doors are closed and locked

FOR EMERGENCIES, CALL 214-445-2700

Signature: _____ Date: _____