

ISLAND VILLAGE CONDOMINIUM ASSOCIATION

Request for Clubhouse Reservation

Use of the Clubhouse is available on a reserved basis for social functions only for residents at a cost of **\$50.00** per occurrence. The swimming pool CANNOT be reserved. It is not available for commercial, political or non-profit groups. Reservations are to be made by sending this form to the Association Manager accompanied with your **\$50.00** fee (make checks payable to Island Village Condo Association). Along with a **\$200 security deposit** (make check payable to Island Village Condo Association). **Your date is not guaranteed until the Manager/Board President receives the reservation form with the \$50.00 fee and the security deposit of \$200 and confirms that no other parties have been scheduled for that date.**

The room should be thoroughly cleaned by 10:00 A.M. the morning following use. Damage to the premises or any clean up expense will be the responsibility of the person making the reservation.

All activities in the clubhouse must terminate no later than 10:00 p.m.

There is **NO SMOKING** permitted in the clubhouse or at the pool.

No furniture may be removed from the room. We have a limited number of stored chairs and tables available for your use. Please let us know in advance if you require these extra tables and chairs from the storage area.

No loud music or excessive noise is permitted due to the consideration for the neighboring residents.

The pool cannot be utilized when renting the Clubhouse.

All lights must be turned off after social events. Keep doors and windows closed during events. If the A/C is used, the thermostat will automatically return the temperature to stand-by.

YOUR GUESTS MAY PARK IN THE "VISITOR" SPACES IN ANY OF THE PARKING LOTS OR OFF SITE.

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Return bottom portion with the check to the Association Manager

Keep top portion for reference.

NAME: _____ UNIT #: _____

PHONE #: (Day time) _____ (Evening) _____

DATE OF AFFAIR: _____ NUMBER OF GUESTS: _____

TYPE OF AFFAIR: _____

STARTING TIME: _____ ENDING TIME: _____

WILL YOU NEED EXTRA CHAIRS, TABLES? YES: NO:

WILL THE A/C NEED TO BE TURNED ON? YES: NO:

Remember: You are responsible for the actions of your guests.

SIGNATURE **DATE**
Application Approved by: _____ (Board Member or Manager)

Print This Form – Fill Out Form – Mail to
Precision Property Management Solutions
137 South Courtenay Parkway #592 Merritt Island, Florida 32952
or **Fill Out Form – Scan – Email** to jackieh814@gmail.com