



Coral Tree Plaza



3634 7th Avenue | San Diego California 92103 | P: (619) 297-6004 | F: (619) 269-4151

CLUBHOUSE ROOM RENTAL AGREEMENT

The Clubhouse Room is located adjacent to the pool area on the West end of CTP and is for resident and guest use any day of the year. The homeowner will provide access to the Clubhouse Room for their guests; no additional door keys will be available. A cleaning/damage deposit check in the amount of \$500.00 is required before the request can be approved. The check will be securely shredded the following day after your reservation by the manager. Reservations are required by returning this signed form to the office in agreement with the following:

Requested Reservation Date: _____, **Start time:** _____ **End Time:** _____

Owners Name: _____ **Unit#** _____ **East or West (Circle one)**

Owners Telephone Number: _____ **Expected number of Guests** _____

Will you need additional chairs or tables? _____ **If so, how Many?** _____

- 1) The Clubhouse room and grounds are expected to be left clean and in the same order as it was found, no later than noon the following day depending on if the room is needed the following day. If there are any damages you will be notified and arrangements must be made to pay for repairs or replacement of common property.
- 2) Do not prop open the Promenade gates for any reason. The homeowner is responsible for having a guard or a designated person allowing access to the Promenade. If you are in need of Guard Service for your event, ask the Manager to arrange this service. You will be charged an hourly rate for this service, initial here _____. The number of hours the guard is present will be charged to the homeowners account. Subsequently, if the gate(s) are found propped open without a guard in attendance at any time during your reservation, you will be fined according to the fee scheduled established by CTP in our Rules & Regulations.
- 3) Food, beverages, and part items need to stay within the Clubhouse Room. Pool access does not come with the Clubhouse Room Rental.
- 4) Music and noise must cease at 10:30pm and the room must be locked by midnight. No sound amplification of any kind is permitted. Noise travels so please be respectful of your neighbors.
- 5) The hosting resident must be present in the Clubhouse at all times, within reason.

This agreement must be signed by the homeowner and Manager.

Owner's signature _____ Date: _____

For Office Use Only

Date Received: _____ / _____ / _____ Approved Denied

Manager's Signature: _____ Date: _____ / _____ / _____