

**TARA WOODS HOMEOWNERS ASSOCIATION
CLUBHOUSE RESERVATION REQUEST**

TODAY'S DATE: _____

NOTE: Management reserves the right to reschedule/cancel events based on other priorities.
Your signature on this reservation, acknowledges you understand and agree to this rule.

ACTIVITY/FUNCTION: _____

DAY/DATE REQUESTED: _____ TIME EVENT STARTS: _____
(If you are reserving multiple dates, please use the two-sided reservation form provided
and mark the months and dates on the calendar)

TOTAL EVENT USE: START TIME: _____ END TIME: _____

DATE TO SET-UP/DECORATE: _____ START TIME: _____ TO: _____

KITCHEN PREP USE: DATE: _____ START TIME: _____ TO: _____

Please check rooms/areas needed:

MAIN HALL _____ CARD ROOM _____ BILLIARD ROOM _____ MEETING ROOM _____
KITCHEN _____ LIBRARY _____ VERANDAH _____ GRILLS _____ POOL _____
OTHER _____

SIGNATURE: Chairperson or responsible person(s)

TELEPHONE: _____ E-MAIL: _____
(Please print)

PLEASE NOTE: THE PERSON(S), CLUB, OR ACTIVITY IS RESPONSIBLE FOR CLEAN-UP IMMEDIATELY
FOLLOWING THE EVENT. CLEAN-UP AND MAINTENANCE INSTRUCTION REQUIREMENTS WILL BE PROVIDED.

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CHANGES, CANCELLATIONS OR
QUESTIONS, CONTACT:
JANET DALY 239-567-2285
E-MAIL: janetdaly@yahoo.com
2590 TARA BLVD. LOT 224

Contact at least a week before the event:
Kitchen supplies: Janet Daly 239-567-2285
Sound & Lighting: Chuck Poveromo 815-979-3467

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CONFIRMATION SLIP

DATE & TIME RESERVED: _____
CONFIRMED BY: _____
RECORDED & SCHEDULED: _____
CONFIRMATION FORM DELIVERED: _____

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CONFIRMATIONS WILL BE SENT BY E-MAIL
COPIES OF RESERVATIONS WILL BE PROVIDED UPON REQUEST

**CLUBHOUSE RULES
AND RESERVATION REQUEST**

Committee/Group: _____

Committee Head: _____

Lot #: _____ **Phone #:** _____

INTRODUCTION These rules are established by Tara Woods SPE, LLC, a Delaware limited liability company d/b/a the Community. The Community Management may, from time to time, change these rules and regulations at its sole discretion for the safety or convenience of the Community.

RESERVATIONS Residents may reserve the Clubhouse for their private parties in accordance with these rules. Reservations shall be made through the Community Management office during regular business hours. A reservation shall not be considered confirmed until the deposit is paid. The Clubhouse may be reserved for any day. All engagements must terminate by or before midnight unless the prior written consent of the Community Management is obtained.

CHARGES Resident agrees to pay a rental charge of **\$0.00** for the use of the Clubhouse for a reserved function.

DEPOSIT A deposit of **\$0.00** is required for reservation of the Clubhouse. It must be paid with check or money order. The deposit will be returned after the party if the Clubhouse is properly cleaned, all items returned to their original position and there has been no damage. The Community Management will withhold and cost that it may have for security, cleaning, or repairs in connection with the engagement. A violation of these rules will result in forfeiture of the deposit.

INSURANCE Resident must obtain property and liability insurance in the amount of **\$N/A** for any function to be held in the Clubhouse at which it is anticipated that a person who is not a Community resident is to be in attendance, and shall be liable for any damages caused to the Clubhouse or to any personal property contained therein at such function. Proof of insurance must be provided to the Community Management at least **N/A** days prior to the date of the function.

INCREASES Community Owner shall provide at least 30 days written notice prior to the implementation of any increase in the amount of any of the charges specified in this Agreement. Increases in the amount of the fee for any of these services shall be implemented, in the sole discretion of the Community Owner, and will reflect increased costs related to the relevant service, or prevailing market or economic conditions in the manner discussed in the Prospectus regarding lot rental amount, or an increased utilization level by Homeowners.

SERVING OF ALCOHOL Resident has requested permission to serve alcohol to invited guest at the private event which is the subject of this User Fee Agreement. Resident agrees to assume full responsibility and liability for any acts or damage the result from serving and consumption of alcohol at this private event. Resident further agrees to comply with the restrictions set forth in the Agreement, the Community's Rules and Regulations, and all applicable laws with regard to the serving of alcohol including age restrictions that apply to serving of alcohol, and agrees to ensure that all guest and invitees will also comply therewith. In consideration of these promises, Community Management has given consent to the serving of alcohol inside the Clubhouse during the private event.

Signature of Resident

Signature of Management's
Authorized Representative

Printed Name of Resident

Date

Date