



Special Event Facilities Use Agreement

This agreement is made on _____ between:

Homeowner(s): _____ ("User")

Address: _____

And Meadowview Knolls Homeowner's Association ("Association")

Facility Requested (check facility/facilities desired):

Clubhouse

Common Land

Event Details:

Date of Event: _____

Start Time: _____ End Time: _____

Type of Event: _____

Expected Number of Guests: _____

Outside Insured Vendor/Rentals (if applicable): _____

Insurance Requirements:

The User agrees to provide proof of liability insurance coverage in the amount of \$1,000,000 for the event period, naming the Meadowview Knolls Homeowner's Association as an additional insured. This can be satisfied through the following options (Initial Applicable Proof):

User's Homeowner's Insurance Policy

Special Event Insurance Policy

Outside Vendor Proof of Insurance (required if applicable)

Insurance documentation must be provided to the Association at least 7 days prior to the event date.

Indemnification:

The User agrees to indemnify, defend, and hold harmless the Meadowview Knolls Homeowner's Association, its officers, directors, employees, and agents from any and all claims, damages, losses, and expenses arising out of or resulting from the User's use of the facilities during the event period.

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Facility-Specific Rules and Policies:

The User acknowledges and agrees to abide by the following rules and policies specific to the chosen facility:

For Clubhouse Use:

[____] The User has read and understand the Meadowview Knolls Clubhouse Policies and Rules as detailed below (Initial to confirm):

Clubhouse Rules:

- Contact the User's representative board member if the clubhouse is not clean or has a problem.
- Do not use the fireplace.
- No taping of decorations allowed.
- It is the User's responsibility to clean the clubhouse after use. A \$100.00 fee will be assessed if a cleaning service is required.
- Remove all decorations.
- Clean the counter and sink.
- Restore tables/chairs and equipment to where they were originally found.
- Vacuum carpet - Soiled carpet – Blot up spilled liquid then clean with cold water.
- Remove all trash.
- In summer: Deadbolt the restroom doors to the clubhouse so pool users cannot access the main room.
- In winter: Make sure the restroom doors to the main room are open – Pipes will freeze if they are not left open.
- Close all windows and lower blinds.
- Turn off all lights – Including restrooms.
- Make sure the ceiling fan is off.
- Turn heat down to 55 degrees.
- Check all doors to make sure they are locked.
- Return key immediately to respective board member after the event and cleanup.

Alcohol:

Alcohol is not permitted in Meadowview Knolls Homeowner's Association facilities or on common land.

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[_____] The User has read and understand the Meadowview Knolls Association Common Land and General Rules as detailed below: (Initial to confirm)

For Common Land Use:

- The User will abide by Article II Sec 5B of the Meadowview Knolls Declarations:
 - *“No noxious or offensive use shall be made of any part of the Property and nothing shall be done therein which is or will become an annoyance or nuisance to another Owner. No use shall be made of any part of the Property which will constitute a fire hazard or which will result in the cancellation of insurance on any part of the Property or within the Neighborhood Associations or which is in violation of any law, ordinance or governmental regulation applicable thereto. No use shall be made of any part of the Property that will increase the rate of insurance on the Common Area, without prior written consent of the Board.”*
- The User will ensure that the area is left clean and free of debris after the event.
- The User will not cause any damage to the landscaping or natural features of the common land.

General Rules for All Facilities:

- The User will remove all trash generated during the event.
- The User will ensure that children under age 12 are supervised by a homeowner, age 18 or older.
- The User will not bring pets into the facility areas.
 - Only service animals are permitted into the clubhouse.

By signing below, the User acknowledges that they have read, understood, and agree to comply with all terms and conditions of this Facilities/Property Use Agreement, including the facility/property-specific rules and policies referenced herein.

User Signature: _____

Date: _____

Association Representative: _____

Date: _____