

Pavilion Reservation Procedure

The Pavilion Reservation Procedures are as follows:

We ask that Maple Ridge residents give at least two weeks notice to reserve the Pavilion area. Residents must indicate date, beginning and ending time. Reservations may not go past 9:00 P.M. One adult supervisor for every five children under 17 is required at all times. All food and drinks should remain in the Pavilion area. Groups must be represented by a Maple Ridge homeowner who is present at all times during the gathering. **2 checks are required.** One **\$50 deposit** is required along with a separate check for **\$85 which is a non-refundable user fee.** The **\$50 deposit check** will be refunded upon satisfactory inspection of area.

Reserved groups may use the pool; however, please keep in mind that **we do not reserve the pool** and homeowners and their guests are allowed access during reserved times. Parties are not allowed to exceed 25 guests. Groups must observe the pool rules at all times. The resident and group will be held liable for damages to the pool area and its contents. Due to a large amount of people wanting to reserve the pavilion, we will schedule reservations within a half hour of each other. Please keep this in mind when scheduling your reservation. To reserve a date and time, please contact Sandy McNeal at saundramcneal@bellsouth.net.

Please make the 2 checks payable to:
Maple Ridge Homeowners Association

Pavilion Clean-Up Checklist:

- Furniture returned to Original Position
- All trash Removed and Disposed of off Property
- Grill Area Cleaned
- Lock gate to pool area upon departure

I wish to rent the clubhouse on _____. I understand and agree to the above policies. I understand the rental is not confirmed until the deposit and all fees are received by TSG.

_____ Date: _____
Home owner – (please print)

Home owner-signature

Address
