

RIVIERA HEIGHTS HOMEOWNERS' ASSOCIATION

3040 Riviera Heights Drive
Kelseyville, CA 95451
Office (707) 279-2245 Fax (707) 279-2242
rhha@att.net

CLUBHOUSE RESERVATION FORM

NAME OF APPLICANT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

MEMBER'S PROPERTY ADDRESS: _____

DATE: _____

TIME OF USE: _____ AM/PM TO _____ AM/PM

NATURE OF EVENT PLANNED: _____

WILL YOU BE IN NEED OF THE KITCHEN? _____

NUMBER OF PERSONS ATTENDING: _____

CLEAN-UP WILL BE COMPLETED AT THE END OF THE EVENT.

FOR REFUND OF DEPOSIT IT IS AGREED THAT:

- * There is no damage to the clubhouse or furnishings.
- * Kitchen areas cleaned and all food items removed.
- * Borrowed items replaced.
- * Please provide your own kitchen towels.
- * Return the key to designated RHHA person.
- * No nails, screws or thumbtacks allowed. Scotch tape is OK.
- * No sale of alcohol allowed. Alcohol sales strictly prohibited.
- * No smoking allowed.
- * The pool is not available for use.

Deposit Amt: \$500.00 Rec'd: ____/____/____ Ck# _____ Returned: ____/____/____

Rental Fee: \$200.00 Paid: ____/____/____ Ck#: _____

I have read and accept all of the above and the rules and guidelines stated on the reverse side of this document.

Signature: _____ Date: _____

9/22/15

Riviera Heights Homeowner's Association Clubhouse Rules and Guidelines

The RHHA Clubhouse is available for gatherings and events sponsored and attended by RHHA property owners only who must attend the event. To reserve an event date request a Clubhouse Reservation Form from the office at (707) 279-2245 or send an email request to rhha@att.net.

There is a \$200 rental fee which includes normal cleaning and a \$500 deposit required to reserve a date. The deposit will be returned within two weeks of your event, less any monies withheld for damage, additional cleaning and/or non compliance of guidelines.

Please be considerate to nearby neighbors and keep the noise, traffic and other disturbances to a minimum. Music or other noise is not acceptable at levels that disturb pool attendees or neighbors.

Maximum occupancy of the RHHA Clubhouse is 129 to be within fire ordinance guidelines.