

133 PROMENADE WALK CORPORATION

CLUBROOM RESERVATION REQUEST FORM

Owner making request: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

To be used for (*be specific*):

Date requested: _____ Time: _____ to _____

Estimated number of persons attending: _____

- **Refundable Security Deposit** is required for Clubroom Reservations: **\$250.00**
(The refundable deposit is required from anyone reserving the clubhouse)
- **Non-Refundable Fee** for private use: **\$100.00 for 4 hours (if you wish to reserve the Clubroom for an extended period of time, Board of Directors approval is needed)**. Each additional hour will be billed at the rate of \$25.00

(Please write separate checks for the deposit and for the fee to 133 Promenade Walk Corporation)

- Deposit will be refunded upon cleaning and damage inspection following activity.
- Any cleaning or damage in excess of the \$250.00 deposit will be assessed to the property owner's HOA reserving the club room.
- Facilities must be returned to original pre-use condition.

Reservation requests and check(s) must be submitted at least 5 days prior to reservation date to:

133 Promenade Walk Corp
133 Promenade Walk N, #100
Long Beach, CA 90802

Phone: (562) 951-9491
Email: Tammara@133promenadewalkcorp.com

Attn: Tammara Mencias

NOTE: (Requests will be honored on a first come, first serve basis)

I hereby agree to abide by all Clubroom rules and return the Clubroom to "as found" condition.

(Homeowner's Signature)

(Date)

133 Promenade Walk Corporation