



www.StarlightBoynton.com

PROCEDURE FOR RESERVING THE POOL PAVILION

A \$100 deposit is required to secure the date of the event.
The pavilion deposit check must be made payable to: "Westchester Country Club HOA".
Completed Reservation form below should accompany the deposit check.

*Westchester C.C. (Starlight Cove)
c/o Southern Shores Management
6801 Lake Worth Rd., Suite 350,
Greenacres, FL 33467*

****Please email southernshoresinc@comcast.net Subject: Pool Reservation, when reserving the pavilion.****

PAVILION USE:

No one under the age of 21 is allowed in the pavilion without adult supervision. According to State law, no alcoholic beverages may be consumed by anyone less than 21 years of age. Pavilion hours: dawn to dusk.
The Pavilion is available to owners and renters for their exclusive use for parties, functions, etc., on a "first come, first serve" basis provided the person making the reservation is in attendance for the duration of the event. The pavilion may be reserved for a period of not more than four [4] total hours including set up, event, and clean-up. Any event going past the allotted 4 hours will forfeit the \$100 deposit and will also be billed an additional \$25/hr. for any part of that hour.

NO RESERVATION SHALL BE ACCEPTED UNTIL THE FOLLOWING CONDITIONS ARE MET:

1. Payment of the \$100 deposit.
Note: The payment shall be refunded upon inspection should no additional cleaning or repairs be required, no damage is noted, all trash is removed from pavilion and pool area, and the 4 hour reservation period is adhered to.
2. Agreement that attendance at the event will not exceed 50 persons.
3. The pool will be available to all authorized persons and is not exclusive. Please be respectful to others using the pool.
4. Agreement that event will not exceed 4 hours and must conclude by dusk. Any time over this 4 hours will forfeit the \$100 deposit and be billed at an additional \$25/hr. for any part of that hour.
5. Agreement to maintain music, if played, is at a non-nuisance, non-noxious level. (page 19, Article X, Section 5).
6. The person making the reservation shall be responsible for upholding all rules and regulations as defined in the community's Declaration of Covenants, Restrictions and Easements. This individual is responsible for setting up the room. Food and beverage spills are to be wiped up promptly. Professionals will be used should any major cleaning be required, and the fee will be charged to the lessee. All food, garbage, and other items shall be cleared immediately after the party and removed from the pool and pavilion area. The pavilion, lavatories, pool area, and any other areas must be returned to their original condition.

****Please email southernshoresinc@comcast.net Subject: *Pool Reservation*, when reserving the pavilion.****

PAVILION RESERVATION APPLICATION

Please complete the following and submit to request your reservation:

Owner/Tenant Name: _____

Street Address: _____

Phone Number and Email of Owner/Tenant: _____

Event Type: _____

Date of Event: _____

Time of Reservation Start: _____ Finish: _____ **(4hr maximum, including set up/clean up)**

Number of Guests: _____

Deposit Amount: \$100 made payable to Westchester Country Club HOA

In signing below, I agree to all rules and regulations described on page 1 of this reservation form.

Signature: _____ Date: _____

Print Name: _____

(Committee Use Only)

Pavilion checklist Pre-event:

Date and Time Inspected: _____ **Signed by:** _____

- Photos taken.
- The pavilion is clean and ready for reservation.
- The restrooms are clean and in orderly fashion.
- If there are any concerns or existing damage, please list:

Pavilion checklist Post-event:

Date and Time Inspected: _____ **Signed by:** _____

- Photos taken, if necessary.
- Event stayed within the 4 hr limit.
- All garbage and recyclables removed from the pavilion and pool area.
- All food and beverages removed from the pavilion.
- All decorations removed.
- Floor has been cleaned. Tables have been wiped down.
- Is there any breakage, graffiti, or damage to the premises, furniture, or equivalent?
- Is there any excessive cleaning required by the association?