



[www.StarlightBoynton.com](http://www.StarlightBoynton.com)

### **PROCEDURE FOR RESERVING THE POOL PAVILION**

A \$100 damage deposit is required to secure the date of the event.  
The pavilion security 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 111, North Building  
Greenacres, FL 33467*

**\*\*Please email [southernshoresinc@comcast.net](mailto: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. Furthermore, 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., 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] hours including clean-up on a "first come, first serve" basis.

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

1. Payment of the \$100 damage deposit.  
Note: The payment shall be refunded upon inspection should no additional cleaning or repairs be required.
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.
5. Agreement to maintain music, if played, is at a non-nuisance, non-noxious level. (page 19, Article X, Section 5) 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 area. The pavilion, lavatories, pool area, and any other areas must be returned to their original condition.

**\*\*Please email [southernshoresinc@comcast.net](mailto: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 of Owner/Tenant: \_\_\_\_\_

Event Type: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time of Event: Start: \_\_\_\_\_ Finish: \_\_\_\_\_ (4hr maximum)

Number of Guests: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**(Committee Use Only)**

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**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.
- All garbage and recyclables removed from the pavilion.
- All food and beverages removed from the pavilion.
- All decorations removed.
- Floor has been cleaned.
- Is there any breakage, graffiti, or damage to the premises, furniture, or equivalent?
- Is there any excessive cleaning required by the association?