



PALMER ROOM

2014 RULES & REGULATIONS

You are encouraged to support these Rules and Regulations, to maintain a pleasurable environment.

1. All facilities must be used under agreements and conditions established by the Board of Directors. The application form for using the facilities can be acquired from TSG Independent Property Management. It must be completed and executed by an "owner-member." The owner member must be in attendance at all times during the event, and is responsible for key pickup and return.
2. The reservation form must be completed and submitted at least 14 days prior to the event accompanied by a non-refundable \$100.00 "rental fee" and a \$500.00 Security Deposit. Any damage, breakage, or theft that occurs during a private function will be reimbursed to the Association out of the \$500.00 Security Deposit, or if this amount is insufficient, the person who reserved the Palmer Room will be charged and held liable for the full amount and value of such damages, breakage or theft.
3. Facility hours are: Sunday through Thursday 9:00 a.m. to 9:00 p.m. Friday through Saturday-9:00 a.m. to 10:00 p.m.
4. Intention of serving ALCOHOLIC BEVERAGES must be stated in your application. Illegal use of liquor or drugs will cause immediate dismissal of the event, automatic forfeiture of your deposit and loss of future privilege to use the facilities. Offending sponsor will be held responsible for all resulting legal fees and fines assessed.
5. Loud and boisterous conduct is not be permitted, and at the discretion of either the adult resident sponsor or Board of Directors the function may be stopped, guests asked to leave and any deposit may be forfeited. Live band or loud music must be turned off by 9:00 p.m. Sunday through Thursday and 10:00 p.m. Friday and Saturday
6. Youth activities should include one adult per 10 minors for age 12 and under. Two on-premises chaperons must accompany activities for ages 13 through 20.



7. The key will be issued in sufficient time prior to the event date and must be returned no later than 24-hours after the event date.
8. Trash is to be bagged and removed from the room.
9. No pins, tacks or nails are permitted when decorating. Masking tape, hold-it plastic or similar products that will not damage wood, paint or plaster are permitted.
10. Ensure the lights are turned off and all doors and gates are locked upon departure.

YOU ARE RESERVING THE PALMER ROOM ONLY. YOUR PARTY CANNOT EXTEND INTO THE POOL OR OTHER AREAS. FAILURE TO ADHERE TO THIS REQUEST MAY RESULT IN FORFEITURE OF YOUR DEPOSIT AND LOSS OF FUTURE PRIVILEGES.

The Board of Directors reserves the right to amend these Rules & Regulations at any time.