

**THE RIDGEHOUSE AT FOUNDERS VILLAGE  
RESERVATION AGREEMENT**

***Agreement needs to be completed electronically at the Ridgehouse with an authorized representative  
This is a copy for informational purposes only***

THE UNDERSIGNED, whose name and address appears below, hereby agrees to reserve the Ridgehouse, owned and operated by the Founders Village Metropolitan District, subject to the following terms and agreements:

Resident Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Resident Address: \_\_\_\_\_ Number of Guests: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Event Starts At: \_\_\_\_\_ Event Ends At: \_\_\_\_\_ Setup Starts At: \_\_\_\_\_

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

Event Notes: \_\_\_\_\_

1. **TERMS OF RENTAL:** The term of this reservation commences on the above noted date and time.
2. **ELIGIBILITY:** Only homeowners and renters on record are eligible to reserve the Ridgehouse. All homeowners must be current in their dues. Homeowner must be 21 years or older to complete this agreement.
3. **PRESENCE:** The undersigned agrees, as a Founders Village resident, to be in attendance for the duration of the event.
4. **EVENT END TIME:** All events must end by 12:00 a.m. This includes all clean-up time. All persons and personal belongings must leave the facility by 12:00 a.m.
5. **RESERVED AREAS:** The Ridgehouse consists of two rental rooms, kitchen, and swimming pools.

\_\_\_\_\_ Room A: During summer months, parties using the pool are limited to no more than 20 swimmers before 6:00 P.M. (with additional charges indicated below), resident fees are \$10.00 per hour with a 2-hour minimum, \$35.00 per hour "outside of staffed hours", non-resident fees are \$20.00 per hour with a 2-hour minimum, \$60.00 per hour "outside of staffed hours", occupancy is 60 people maximum.

\_\_\_\_\_ Room B: Unavailable for rent during the summer months, resident fees are \$10.00 per hour with a 2-hour minimum, \$35.00 per hour "outside of staffed hours", non-resident fees are \$20.00 per hour with a 2-hour minimum, \$60.00 per hour "outside of staffed hours", occupancy is 60 people maximum.

\_\_\_\_\_ Room A & B: Unavailable for rent during the summer months, resident fees are \$20.00 per hour with a 2-hour minimum, \$50.00 per hour "outside of staffed hours", non-resident fees are \$40.00 per hour with a 2-hour minimum, \$85.00 per hour "outside of staffed hours", occupancy is 120 people maximum.

\_\_\_\_\_ Kitchen Use: \$25.00 flat fee.

\_\_\_\_\_ Pool Parties: For parties over 8 guests, \$25.00 per hour, per lifeguard, for every 20 swimmers, in addition to the \$3.00 per guest fee. Parties exceeding 8 guests require 72 hours notice. Use of pool is limited to 20 or fewer swimmers prior to 6:00 P.M. Pool use must end by 10:00 P.M.

Pool Starts At: \_\_\_\_\_ Ends At: \_\_\_\_\_ # of non-resident guests: \_\_\_\_\_

6. **SETUP:** A 30-minute time period before the scheduled event time will be provided at no additional charge, to the undersigned. If the set-up time is outside of staffed hours, the undersigned will pay an additional \$15.00 fee for the set-up period. The undersigned agrees to not begin setup before this time. The end time is the end time, please plan your clean up accordingly, otherwise you will be charged for any additional time that you go over the original contract.
7. **FEES:** All rental fees are charged at the time of booking. We cannot place a courtesy hold on rooms or dates without payment.
8. **DAMAGE DEPOSIT:** The undersigned agrees to place a deposit of \$250.00. A hold will be placed on the renter's credit card as a damage deposit. Any fees for damages or improper cleanup will be charged against the hold.
9. **CANCELLATION POLICY:** The undersigned agrees that the staff will be advised of cancellations as soon as possible. If notification of cancellation occurs before 72 hours of scheduled staff time, undersigned will be refunded all fees and the full deposit. If cancellation notice is given within 72 hours of the scheduled event time, the undersigned will forfeit all rental and staff fees.
10. **EVENT DATE CONFIRMATION:** The undersigned will receive an electronic copy of this agreement upon successful authorization of booking fees.
11. **TRASH DISPOSAL:** The undersigned agrees that all trash will be disposed of in trash cans, items that won't fit inside the container must be completely removed from the Ridgehouse and taken home. Trash may not be left on the grounds or the entire deposit will be charged.
12. **ROOM CLEAN-UP:** The undersigned agrees to leave the Ridgehouse neat, clean, and any unusual messes will be cleaned up. The undersigned agrees to notify clubhouse staff immediately of any damages. Any additional cleaning performed by the clubhouse staff will be charged against the deposit hold at rate of \$50 per hour.
13. **FURNITURE:** The undersigned agrees to confirm that all furniture is in its original position at the end of the event.
14. **DECORATIONS:** The undersigned agrees to not tack, staple, tape, nail, or use anything that would puncture or damage the walls, to secure decorations or other items.
15. **PROVIDED TABLES AND CHAIRS:** The undersigned may use the stackable chairs and foldable tables provided in the community room. The undersigned agrees to clean these items and properly stack them after the event.

Quantity needed: Round (11)\_\_\_\_\_ Rectangular (6)\_\_\_\_\_ Square (5)\_\_\_\_\_ Chairs (80)\_\_\_\_\_

16. **KITCHEN SUPPLIES:** Event guests may use any and all supplies located in the kitchen. The undersigned agrees that the kitchen supplies are the property of the Ridgehouse, and all supplies will be rinsed and loaded in the dishwasher at the end of the event. Counters are to be left free of spills and food.
17. **CAMERA SECURITY SYSTEM:** The clubhouse is equipped with video security system. A camera is in place in both the rental room and kitchen. The undersigned agrees and acknowledges that security system can be reviewed by staff at any time to determine adherence to this agreement.
18. **INSPECTION:** The undersigned may ask for a pre-inspection to be completed by the undersigned and a staff member to detect any damage or vandalism done to the facility prior to this reservation agreement. The undersigned should notify our staff prior to the start of the event to report any prior damage or lack of clean-up.
19. **ALCOHOLIC BEVERAGES:** \_\_\_\_ yes \_\_\_\_ no Alcoholic beverages may be served during an event as long as the member abides by the following conditions:

1. No fee will be charged, either directly or indirectly, i.e. no cash bar, for the sale or consumption of alcoholic beverages.
2. No alcoholic beverages, including 3.2 beers, will be served at any time to any person who is under the age of 21 or to any intoxicated person.
3. Resident acknowledges that the Ridgehouse does not hold or maintain a liquor license and this permission to serve alcoholic beverages does not constitute a liquor license.
4. If any adult attending the event is abusing or misusing alcohol on the Ridgehouse premises, Resident will take action to have such activities stopped and if necessary will notify the police to seek assistance.
5. A bartender and/or designated pourer will serve all alcoholic beverages at the event.  
Designated Pourer/Bartender \_\_\_\_\_
6. Resident agrees that Resident is solely responsible for any claim or liability that arises as a result of serving alcoholic beverages at member's event.

20. **SMOKING:** The Ridgehouse is a smoke-free facility. The undersigned agrees that all event guests wishing to smoke will do so off of the property. This includes, but is not limited to, all tobacco and marijuana products.

21. **LIMITATION OF LIABILITY:** The undersigned agrees that neither the Metropolitan District nor Manager of Metropolitan District shall be liable or responsible for the care and protection of any guest or their possessions or for any loss or damage thereto, of whatever kind or nature. The undersigned acknowledges and agrees that neither the Metropolitan District nor Manager shall be liable for injuries to persons or property occurring within the facility. Metropolitan District and Manager, shall be entitled to the benefit of this section.

22. **INDEMNIFICATION:** The undersigned agrees to indemnify and hold harmless Front Range Recreation, Inc., PCMS, the Metropolitan District, the Manager, and their officers, directors, agents, employees, contractors, and subcontractors harmless from and against any and all damages, losses, liabilities, claims, costs, and expenses including reasonable attorney's fees, asserted against any of the foregoing by the undersigned, his or her family, guests, employees, or invites arising in any way out of use, operation or maintenance of the Ridgehouse. This indemnification also shall apply to any damages, losses, reasonable attorneys' fees, asserted by persons who have gained access to the Ridgehouse as a result of actions or omissions of the undersigned.

23. **ASSIGNMENTS:** This agreement may not be assigned.

24. **EXCEPTION:** Any exception to the above provisions will be considered by the Manager on an "as requested" basis and will be submitted in writing.

The UNDERSIGNED has read this agreement and understands the terms and conditions herein. Violations of the terms and conditions of this agreement can result in loss of right to future reservations. This AGREEMENT has been executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ By checking this box and typing my name below, I am electronically signing my Reservation Agreement. I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.

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

Front Range Recreation Representative: \_\_\_\_\_