

## SKYLINE ESTATES CLUBHOUSE RESERVATION AGREEMENT

The undersigned, hereinafter designated as "User", whose name and address appears below, hereby agrees to use the clubhouse facility, subject to the follow terms and conditions:

**1. TERMS:** User requests use of the Skyline Estates clubhouse on \_\_\_\_\_ 20\_\_\_\_, from \_\_\_\_\_ a.m./p.m.to \_\_\_\_\_ a.m./p.m. The clubhouse is NOT available for any holidays including, but not limited to, Thanksgiving, Christmas, New Years, Memorial Day, Independence Day, and Labor Day. A PCMS representative will contact you with information on how to gain access on the day of your event and you will be responsible for locking the clubhouse after your party. *Please email: [corpoffice@pcms.net](mailto:corpoffice@pcms.net) or call (303) 224-0004, ext 300 to arrange submittal of payment and scheduling.*

**Note: This reservation is for the clubhouse ONLY. The pool area is NOT included in the clubhouse rental. The swimming pool area may still be used by other residents and guest(s) during your party.**

**2. DEPOSIT & FEE:** The clubhouse must be reserved in advance for any private homeowner's use. Reservations shall be made through a PCMS representative and requires two checks payable to: Skyline Estates Condominium Association. Clubhouse rental fee is \$75.00 per day or event and the deposit is \$100.00, both payable no later than seven (7) days prior to use. After use, the clubhouse shall be left clean, tidy and properly secured, with the key returned in a timely manner. Failure to do so will result in the forfeit of your deposit. Owners are liable for all damage of HOA property during the use of the clubhouse. If the cost of the damage is greater than the deposit, that amount minus the deposit will be assessed against the Owner's account. The amount will be collected in the same manner as an assessment.

**3. RULES & REGULATIONS:** User hereby attests that they have read and understand the Property Governing Documents of the Skyline Estates and agrees that they are responsible for assuring that all guests comply with said Governing Documents. The Board of Directors, Management, and/or appointed representative, have the right to refuse or suspend clubhouse rentals should there be any violations of the Rules and Regulations.

**4. ATTENDANCE:** User agrees not to exceed maximum occupancy of 35 persons (This is a fire Code regulation and the maximum amount permitted.) If the maximum occupancy is exceeded, the Association may pursue legal action.

- a. User certifies that there will be 35 people total in attendance at this function.
- b. User certifies that there will be \_\_\_ persons aged 20 or under at this function.
- c. User certifies that all youths will be accompanied by parents or responsible adult chaperones at a ration of no more than six (6) youths per chaperone.

**5. ALCOHOLIC BEVERAGES:** Alcohol is limited to beer and wine, NO hard alcohol or kegs are permitted. Alcoholic beverages are strictly prohibited at any youth function. User agrees to comply with all state and local laws concerning alcohol consumption and agrees, by signing this agreement that no alcohol beverages will be sold on premises.

**6. PETS:** No pets are permitted in the clubhouse or pool area at ANY time.

**7. SMOKING IS NOT PERMITTED IN THE FACILITY AND NO OPEN FLAMES (CANDLES, ETC.) MAY BE LIT IN THE CLUBHOUSE AT ANY TIME. NO GLASS BOTTLE OR CONTAINERS ARE ALLOWED IN THE POOL AREA AT ANY TIME!**

**8. CLEAN UP:** User agrees that the facility will be left in a neat, clean condition; that all trash will be removed from the clubhouse area (there is no trash pickup from the clubhouse), and that all floors will be vacuumed and/or swept. User agrees to notify PCMS **IMMEDIATELY** of any damages.

**9. LIMITATIONS OF LIABILITY:** User agrees that the Association, or Managing Agent, shall not be liable for injuries to persons or property occurring within the recreation facility or on any part of the property. The Association, Managing Agent, and Management Company shall be indemnified.

**10. INDEMNIFICATION:** User agrees to save, indemnify and hold the Association, Managing Agent And Management Company and their offices, 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 user, his or her family, guests, employees or invitees arising in anyway out of the use, operation or maintenance of the clubhouse facility. The indemnification also shall apply to any damages, losses, liabilities, claims, costs and expenses, including reasonable attorney's fees, asserted by persons who have gained access to the clubhouse facility as a result of actions or omissions of user.

**11. GOOD STANDINGS:** User agrees that they are in "Good Standings" with the Association and there are no outstanding fees on their account that is owed to the Association. Failure to be in Good Standings with the Association will result in suspension of pool privileges and clubhouse privilege.

**12. ASSIGNMENT:** This agreement may NOT be assigned.

**13. EXCEPTIONS:** Any exceptions to the above provisions will be considered by the Board of Directors, Property Manager or appointed representative on an "as requested" basis.

I/We \_\_\_\_\_ understand and agree to the terms and conditions listed above.

\_\_\_\_\_  
(Resident/ User Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Unit Address)

\_\_\_\_\_  
(Contact Number)

*RETURN THIS AGREEMENT ALONG WITH DEPOSIT AND PAYMENT TO:*

**SKYLINE ESTATES  
C/O PCMS  
7208 S. Tucson Way #125  
Centennial, CO 80112  
Attn: Clubhouse**