

Talia HOA Clubhouse Policy

1. The Clubhouse is available to all Talia members for private parties on any day or evening (except those holidays designated below). The member must be in good standing (i.e. all dues and assessments are current) at the time in which the reservation is made and at the time of the event for which the clubhouse is reserved. If they are not, the reservation will be denied by the Clubhouse Manager.
2. Reservation form and Clubhouse availability can be determined by contacting the Clubhouse Manager by phone at 316-351-7650 or email to customerservice@homeownermgmt.com.
3. The Clubhouse Reservation Calendar will be maintained by HOA Management Services and updated on a regular basis as reservations are received and confirmed. **Reservations will not be confirmed until a \$150 deposit fee is received. The deposit fee must be received within 7 days of reservation request or the request will be cancelled without further notice.**
4. Reservations cannot be made more than 90 days in advance, and will not be available on the following holidays: New Year's Eve, New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.
5. The Clubhouse is available one time annually free of charge to Talia members. A \$75 fee for each additional usage is required and is non-refundable if reservation is canceled within two weeks of the scheduled event.
6. The \$150.00 deposit will be refunded after the Clubhouse has been inspected as it has been determined that proper clean up has occurred, no damage was done, and the key is returned. Failure to properly clean the Clubhouse as specified after a function will result in a fee of \$75 to be withheld from the deposit.
7. The pool cannot be reserved privately and must remain open to all Talia members during clubhouse events. Members are allowed to have guests, but must be present with them during their use of the facility.
8. Reservations for the Clubhouse **do not** include the pool or pool area.
9. The member who reserves the Clubhouse assumes full responsibility for the conduct of their guests and must be in attendance at all times during the event for which the Clubhouse was reserved. The member reserving the Clubhouse is responsible and liable for any damage done to the Clubhouse including any damage caused by party décor. It is also the responsibility of the member to make certain the key is returned to the lock box.

10. Noise must be kept within the confines of the facility. No speakers or other electronic sound equipment may be placed outside the facility. The volume of all music must be kept to a minimum. Fireworks are prohibited. Complaints by the residence within the vicinity of the Clubhouse may result in termination of the event. Any occurrence of activities, which result in such termination, shall be deemed to be a breach of the rules by the member and the entire deposit will be forfeited.

11. NO TAPE MAY BE PLACED ON THE CEILING OR WALLS OF THE CLUBHOUSE AND NO PICTURES OR DECORATIONS MAY BE HUNG WITHIN THE FACILITIES, UNLESS MEMBER RECEIVED ADVANCE AUTHORIZATION FROM THE ASSOCIATION'S MANAGER. NOTHING IS TO BE ATTACHED TO THE FANS (NO BALLOONS). A BREACH OF THESE CONDITIONS BY THE RESIDENT WILL RESULT IN THE FORFEIT OF THE DEPOSIT.

12. Appropriate attire is required and wet bathing suits are prohibited inside the Clubhouse (with the exception of the bathrooms).

13. All events may start at 8:00 A.M. and end by 12:00 (midnight). The Clubhouse will close promptly at 12:00 (midnight). The clubhouse is unavailable for use during the leasing office hours of 12:30 PM and 5:30 PM. Events are limited to a four hour period each unless otherwise approved by the Board in advance.

14. No activity or event for which the Clubhouse is used may be advertised or publicized in any manner to solicit the attendance of the general public. No admission may be charged at the door.

15. The Clubhouse cannot be used to conduct any business unless deemed permissible by the Clubhouse Manager in advance.

16. No birdseed, rice, or glitter of any type or confetti may be thrown inside the facility or the pool area. Confetti of any kind is strictly prohibited inside or outside the facility. Use of fore mentioned material will result in the forfeit of the deposit to cover the additional cost of the cleanup.

17. No pets are allowed inside the Clubhouse.

18. Smoking is **not** permitted inside or in front of the Clubhouse.

19. There is a lock box located in the clubhouse to the right of the reservation room with a key inside of it. When a member reserves the clubhouse, the member will be emailed a four (4) digit code that will open up the lockbox. Once your event is over, you will need to return the key to the lockbox. A deposit check of \$150.00 and \$75.00 rental fee (if applicable) must be received before the code to the lock box is emailed.

20. HOA Management Services will retain the Clubhouse keys. The member reserving the clubhouse is responsible for returning the key to the lockbox; **it shall not be duplicated.** Further,

if the key is lost, the member is responsible and liable for all costs and expenses for changing the affected locks.

21. The use of alcohol will be at the discretion of the member reserving the Clubhouse and must be controlled by that member. **No underage drinking will be allowed.** The Association will not be liable for any accident or incident related to the use of alcohol on the premises.

22. Members understand and agree to abide by all local, state and federal laws and ordinances, which pertain to residents and guests while using the Clubhouse. **The Association will not be liable for any incidents related to the abuse of such laws and ordinances.**

23. The Association reserves the right to refuse the use of the Clubhouse for any purpose it deems to be detrimental to or not in the best interest of its members. It further reserves the right to refuse the use of the Clubhouse on any day and at any time it deems inappropriate or inconvenient.