

**CROWFIELD VILLAGE  
CLUBHOUSE RESERVATION AGREEMENT**

**THE USE OF THE CROWFIELD VILLAGE CLUBHOUSE IS A PRIVILEGE PROVIDED TO OWNERS  
WHO ARE CURRENT IN PAYING ASSESSMENTS AND FEES.**

**PLEASE PRINT**

**Owner Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_ **Date of Event:** \_\_\_\_\_

**Scheduled Time: Start:** \_\_\_\_\_ **End:** \_\_\_\_\_  
(to include any setup) (to include any clean-up)

**Estimated Number of Guests:** \_\_\_\_\_

**POLICY ON USE OF THE CROWFIELD VILLAGE CLUBHOUSE**

1. There is a **\$75 deposit**, payable to **Crowfield Village HOA**, that is due upon submitting your reservation request. Your deposit check will be returned or destroyed once the post event inspection has been completed.
2. The Clubhouse can be reserved only by Owners for the use of themselves and their invited guests. To reserve the Clubhouse, the Owner must be current in his/her regime fees and **the Owner MUST attend the event**. The Clubhouse **CANNOT** be reserved by anyone under the age of twenty-one and is not available for reservation on any major holiday.
3. The Clubhouse cannot be reserved for marketing events, sales events, or games of chance at which money will be exchanged or visible.
4. The maximum number of persons allowed in the Clubhouse is 48, per the Fire Marshal.
5. Reservations must be made at least ten (10) days prior to the event.
6. Reservations can be made for the Clubhouse only. The pool and pool deck area **CANNOT BE RESERVED**.
7. The Owner making the reservation is responsible for inspecting the Clubhouse immediately prior to the event and reporting any damage or cleanliness problems. This listing must be presented to the Management Company immediately upon inspection.
8. The Owner making the reservation is responsible for leaving the Clubhouse in good condition, removing all trash from the Clubhouse, wiping the counters and sweeping the floors as necessary. If a post-event inspection reveals that cleaning or damage, (repair or replacement), is needed, all costs will be billed to the Owner making the reservation. Such fees are subject to The Crowfield Village Collection Policy.
8. The Association is not responsible for personal articles left in or around the Clubhouse.

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9. The Owner making the reservation shall not allow any activity at the event which may endanger the health or unreasonably annoy or disturb or cause embarrassment, discomfort, or nuisance to other Owners or residents, in such a way as to constitute, in the sole opinion of the Board of Directors, a nuisance.
  
10. The playing of amplified music or other sounds that can be heard by nearby residents after 10:00PM is prohibited under Berkeley County ordinance; therefore events held at the Clubhouse must end at 9:50 PM.
  
11. **ALCOHOLIC BEVERAGES ARE NOT PERMITTED ON THE PREMISES!**
  
12. No dogs or animals other than those used for special needs issues will be allowed in the Clubhouse or pool area. Under no circumstances are pets allowed in the pool.
  
13. **SMOKING IS NOT ALLOWED IN THE CLUBHOUSE.**
  
14. The Association reserves the right to refuse future rentals to an Owner should problems arise as a result of the Owner failing to take reasonable action to maintain control or comply with these Rules, in the sole opinion of the Board of Directors, at an event he/she sponsors.

**I HAVE READ THE POLICY FOR THE USE OF THE CROWFIELD VILLAGE CLUBHOUSE AND AGREE TO COMPLY WITH SUCH POLICY.**

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\_\_\_\_\_  
**Owner Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Clubhouse Reservation Agent**

\_\_\_\_\_  
**Date**