

# DANBURY PLACE

## Recreation Facility Usage Agreement

C/O Community Management Services, Inc.  
1935 Dry Creek Rd., Suite 203  
Campbell, CA 95008  
Phone (408) 559-1977 Fax (408) 559-1970

Resident/Tenant Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_

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

Evening Phone: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

Description of Event: \_\_\_\_\_

Number of Attendees: \_\_\_\_\_ (MAX 37)

Is alcohol going to be served?  Yes  No

Will decorations be installed?  Yes  No

Will the landscaping areas be used?  Yes  No

Will food be prepared?  Yes  No

### USAGE GUIDELINES:

- Resident must provide one day event insurance in the amount of \$100,000.00 naming "Danbury Place Owners Association, C/O Community Management Services, Inc." as additionally insured with Club House address "587 Saco Terrace, Sunnyvale CA 945089" and the date of your event listed.
- Exceptions must be approved by the board in advance.
- In accordance with California State Law, no one under the age of twenty-one (21) years shall be served an alcoholic beverage while on the premises.
- If alcoholic beverages are served at the event and minors are present, parental supervision is required.
- The resident shall arrange for pick-ups and deliveries to be made the day of the event.
- The resident shall be completely responsible for all set-up and clean-up. **All tape and decorations must be removed from the walls.**
- The reserved function shall end no later than 10:00 PM.
- Danbury Place is not responsible for personal items that may be lost or stolen.
- Smoking is not permitted within the Facility.
- Play equipment (e.g., bouncers) and/or animals (e.g., pony rides) are not permitted on community property unless pre-approved by the Board of Directors. Their use is also subject to waivers required to be signed by the Board of Directors.
- Littering is prohibited. Trash containers must be used at all times. Cigarette refuse must be placed in trash containers.
- Glass of any type is prohibited. This includes, but is not limited to: Drinking glasses, bowls, beer/soda bottles, pitchers, etc.
- All sound systems must be turned off no later than 10:00 p.m.
- Resident is responsible for ensuring all their guests are parked in approved areas. Vehicles parked in fire lanes are subject to immediate towing.
- Keys will be sent to member from Community Management Services.
- Clubhouse equipped with 4 tables and 26 chairs.

I, as an official representative of the organization and/or event identified in this application, and whose name appears on this application as the contact for said event, by signing below verify that the information contained in this application is true and accurate to the best of my knowledge, and that I have read and understand the rules. I acknowledge that I will be present during the entire event. I further acknowledge that any violations of the terms of this agreement or the rules shall subject me to disciplinary actions as provided by the CC&Rs. I assume complete liability for all of my guests and their actions and release the association for any and all liability.

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

### For Use by CMS; Do Not Write Below This Line

- Does not conflict with HOA scheduled events
- Falls within 120 day reservation time window
- \$500 Deposit received
- Insurance rider received
- Keys sent to member, date: \_\_\_\_\_
- Irrigation scheduled for shutdown (if applicable)

- Post Event cleanup checklist returned
- Post Event inspection completed by \_\_\_\_\_
- Key received, date: \_\_\_\_\_
- Deposit returned