



# Murrayhill Woods Condominium Owners Association

## Clubhouse Reservation Form

Please complete all information and print clearly.

Requested Date of Event: \_\_\_\_\_

Requesting Party Name: \_\_\_\_\_ (Must be Owner or Registered Occupant)

Requesting Party Address: \_\_\_\_\_

Requesting Party Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Time of Event: \_\_\_\_\_ to \_\_\_\_\_ (No later than 10:00pm)

Purpose of Function: \_\_\_\_\_

Approx. # of Attendees: \_\_\_\_\_ (Maximum 20)

Murrayhill Woods Condominium Owners Association (hereinafter "the COA"), hereby grants usage of the Murrayhill Woods clubhouse located at 9450 SW 146th Terrace, Beaverton, OR 97007 to the above-named Requesting Party (hereinafter "Requestor") as follows:

Requestor must read, agree to, and initial all lines:

There is refundable deposit of \$100.00 required prior to the use of the clubhouse payable to the COA. The deposit shall be refunded to the Requesting Party providing the clubhouse is left in the same condition as when the Requestor arrived. The deposit shall be forfeited in its entirety if any of the conditions of this agreement are violated.

\_\_\_\_\_  
Initial

There is a maximum of 20 people (including children and adults) allowed in the clubhouse at one time for any event. If the Requestor violates this provision, the deposit shall be forfeited, and the event will be terminated immediately.

\_\_\_\_\_  
Initial

The clubhouse is to be used for Owner/Resident events only. Non-resident or guest gatherings are prohibited. If it is determined that the Requestor has violated this provision, the deposit shall be forfeited, and the event will be terminated immediately.

\_\_\_\_\_  
Initial

Events may begin no earlier than 10:00am and end no later than 10:00pm. This includes time that is necessary to completely clean up the clubhouse and restore all furniture and items to the same position as when the Requestor arrived at the facility. The deposit shall be forfeited in its entirety if this provision is violated. **All events are limited to a maximum of 4 hours per event.**

\_\_\_\_\_  
Initial

The clubhouse must be cleaned, vacuumed, garbage emptied, counter, tables and floors wiped immediately following the event and everything must be returned to its original location and position (including books, tables, chairs, remotes, decorations, etc.). By accessing the clubhouse, the Requestor acknowledges that everything is clean and that there are no stains, debris, or garbage in the clubhouse upon arrival. If any cleaning is required by the COA following the event, the deposit shall be forfeited in its entirety and an additional minimum \$100.00 cleaning fee shall be assessed to the Requestor's Unit. The COA reserves sole discretion to increase the cleaning fee if heavy cleaning is required.

\_\_\_\_\_  
Initial

The Unit Owner and/or Registered Occupant of COA must supervise and be present for the entire event, at all times. If this provision is violated, the deposit shall be forfeited in its entirety and the event shall be terminated immediately.

\_\_\_\_\_  
Initial

NO POOL OR FITNESS ROOM PRIVILEGES come with the reservation of the clubhouse. Should your event take place during seasonal pool operating hours, all Murrayhill Woods Rules and Regulations apply, including but not limited pool area guest limits of a maximum of 2 guests per unit. If the Requestor violates this provision, the deposit shall be forfeited in its entirety, a \$100.00 fine shall be assessed to the Requestor's Unit, and the event shall be terminated immediately. No pool furniture is to be brought into the clubhouse. No clubhouse furniture is to be brought out of the clubhouse.

\_\_\_\_\_  
Initial

Absolutely no alcohol beverages may be served or consumed in or around the clubhouse premises. If it is observed or determined that alcohol is present during any event, the deposit shall be forfeited in its entirety, the event shall be immediately terminated, and a \$250.00 fine shall be assessed to the Requestor's Unit, and future use of the facility will be denied.

\_\_\_\_\_  
Initial

Smoking is strictly prohibited in the clubhouse, fitness room, restroom areas, or anywhere within the boundaries of Murrayhill Woods COA. If it is observed or determined that smoking is taking place in the clubhouse or anywhere else on the premises, the deposit shall be forfeited in its entirety, a \$250.00 fine shall be assessed to the Requestor's Unit, and future use of the facility will be denied.

\_\_\_\_\_  
Initial

Requestor agrees to not fasten, tape, hang, glue, pin, or attach any items to the walls, furniture, television, windows, curtains, curtain rods, doors, fireplace, or decorations in the clubhouse. If the Requestor violates this provision, the deposit shall be forfeited in its entirety.

\_\_\_\_\_  
Initial

Requestor agrees to make no unlawful or offensive use of the premise. COMMERCIAL ACTIVITY IS PROHIBITED, including but not limited to sales, training, or other commercial activity which generates revenue directly or indirectly. Requestor further agrees that they shall indemnify and hold the COA harmless against any and all claims, demands, causes of action, suits at law or judgments (including any and all court costs or attorney's fees) related to Requestor's use of the premise. COA specifically acknowledges that Requestor is solely responsible for the actions of guests who attend Requestor's function during Requestor's use and occupancy of said premises in addition to the trip home. Requestor acknowledges that they are not acting as COA's agent, employee or independent contractor. Use of the clubhouse is solely at Requestor's risk and liability. In addition, Requestor hereby makes application to reserve and use the clubhouse and agrees to abide by all rules and regulations established by COA, including but not limited to the conditions provided on this agreement.

\_\_\_\_\_  
Initial

Any damages to the clubhouse or restrooms during the event shall result in replacement and/or repair charges being assessed back to the Requestor's Unit. The Association reserves sole discretion for the determination of amount for damages and/or repairs.

\_\_\_\_\_  
Initial

No pets are allowed in the clubhouse. If this provision is violated, the deposit shall be forfeited in its entirety and a \$100.00 fine shall be assessed to the Unit.

\_\_\_\_\_  
Initial

Use of the clubhouse is complimentary. However, due to the popularity of use, there is a \$50.00 fee charged for no-shows.

\_\_\_\_\_  
Initial

Use of this form implies no agency relationship between the COA and any Requestor. Requestor is in no way, shape or fashion an agent of the Homeowners' Association.

\_\_\_\_\_  
Initial

**Tenants are required to obtain Owner permission prior to use of the facility. The Owner of the unit must email [Manager@FreshStartofOregon.com](mailto:Manager@FreshStartofOregon.com) with their consent, or acknowledge this form below.**

I have read, understand, and agree to the above statements and information, and I agree to abide by all the rules published and herein relating to the usage of the clubhouse and Murrayhill Woods Condominium common areas.

**Requesting Party (Requestor):**

\_\_\_\_\_

Print

Sign

Date

**Unit Owner:**

\_\_\_\_\_

Print

Sign

Date

**Person completing this form:**

\_\_\_\_\_

Print

Sign

Date

Rev. 04/01/17