

THE LAKES OF JACARANDA CLUBHOUSE RESERVATION FORM (10/01/2021)

1. Contact Barbara O'Brien (941-408-7238) not less than 5 days before your scheduled function. If the date you want is available, fill out and sign this form to formally request the Clubhouse for your event. Keep a copy for the Inspector to sign off on so you may get your deposit back. To book the LOJ Clubhouse, you must be an LOJ resident and will be asked to present a photo ID and proof of residency.
2. The date closest to your event (Monday-Friday) you may arrange to pick up the key from Barbara. For private parties a damage deposit of \$500 is required as well as a non-refundable user fee of \$50. Once the form, deposit and fee are received, Barbara will give you the key and instructions on Clubhouse care. The key is due back to Barbara no later than the next business day following the event.
3. An inspection by an LOJ Board member or a designate will be conducted BEFORE AND AFTER your function. If after final inspection no damage has occurred the Board member or designate will sign your copy of this form and release your deposit. Your deposit will be returned to you either in part or in full after the final inspection.
4. You must be present during both inspections. Please be at the Clubhouse at agreed upon times.
5. Guests are not permitted to use the pool due to liability since no guard is on duty. The lanai area is not included in this reservation.
6. Maximum occupancy is 75 persons.

CLUBHOUSE RULES

I have read, understand and acknowledge the foregoing rules as set forth by the Board of Directors of THE LAKES OF JACARANDA HOMEOWNERS ASSOCIATION, INC. and agree to abide by these rules.

NAME (PRINT) _____ SIGNATURE _____

ADDRESS _____ LOT# _____

PHONE _____ TODAY'S DATE _____ DATE REQUESTED _____

TIME: FROM _____ TO _____ (Include set up and clean up times.)

PURPOSE FOR RENTAL _____ NUMBER OF GUESTS _____

DIAGRAM OF ORIGINAL PLACEMENT OF TABLES AND CHAIRS RECEIVED INITIAL _____

PRE FUNCTION INSPECTION

ANY ISSUES WILL BE NOTED ON THE BACK OF THIS FORM AND INITIALED BY RESIDENT AND INSPECTOR.

RESIDENT SIGNATURE _____ DATE _____

INSPECTOR SIGNATURE _____ DATE _____

FINAL INSPECTION SIGN-OFF

RESIDENT SIGNATURE _____ DATE _____

INSPECTOR SIGNATURE _____ DATE _____