

13.9 Scheduling Functions or Events: Entertaining and/or holding events in the Common Areas are intended primarily for Leaseholders. Leaseholders wishing to schedule an event in common areas where outside guests/visitors who are not leaseholders or renters will be attending, including inviting an outside vendor, person providing a service or a fundraiser, must contact the office manager to check availability, schedule date/time/place and fill out a Facility Usage Form. If possible, one week prior to the event.

All visitors/guests must sign a "Visitor/Guest Release of Liability & Indemnity Form" prior to, or upon arrival at the scheduled event. The office will provide the proper forms for the number of people attending.

Current rules that deal with parking, invitations, clean-up, gate code, and use fees are listed on the Facility Usage Form available on the Website or in the office.

Small informal gathering of leaseholders: If only leaseholders and renters are attending, no Facility Usage Form or Usage fee is necessary. Contact the office to check availability and schedule.

Informal social group of personal guests that include non-leaseholders:

Game groups, Art Classes, Guest Lecturer, Concert, Fundraiser, Leaseholder family events...where all people attending are known by a Leaseholder may be scheduled by contacting the office to check for availability, fill out Facility Usage Form (if possible, one week prior to the event) and pick up enough Visitor/Guest Release of Liability and Indemnity Agreements for all non-leaseholders attending. No usage fee.

Formal Organizations, Outside Organizations: (an organization with a fixed set of rules of intra-organization procedures and structures), Outside Group. Make application directly to the BOD or through a Leaseholder. The Board of Directors will evaluate each application based upon the event's appropriateness and suitability to the park. After approval by the BOD, fill out a Facility Usage Form and return to the Office. Events where Leaseholders pay to get into or are charged for a service or item will be charged according to the set fee schedule.

Other/Outside Vendors for Profit: Massage therapist, Dog Groomer, Hair stylist, Food Vendor, Concert... Events where Leaseholders pay to get into or are charged for a service or item will be charged according to the set Usage fee schedule. (Events for DBR Fundraising will not be charged a Usage fee)

PROPOSED SET FEE SCHEDULE:

\$10.00 per half day \$20.00 whole day