

Today's date: _____

FACILITIES USAGE FORM

For scheduling functions in Common Areas of Discovery Bay Resort

Sponsor(s):

Committee Chair _____ Lot _____ Email _____

DBWC Member _____ Lot _____ Email _____

Date of event: _____ **Time of event:** From _____ to _____

Facility being reserved: _____ **Number of people:** _____

Type of event:

_____ Informal social group of personal Guests/Visitors that include non-Members. (No fee.)

_____ Formal Organization (DBWC Rules 3.2) or Outside Group. Make application directly to the BOD.

_____ Other/Outside vendors for profit. Explanation: _____

Fees: \$10/half day \$20/full day (DBWC Rules 12.2.E.)

.....
Usage Agreement: Please initial each statement and sign at the bottom, indicating your acceptance of this agreement.

_____ I have read and accept **Rule 6 Common Areas and Facilities** of the DBR Rules. **SEE BACK**
https://discoverybayresort.org/member/docs/new/DBWC_Rules.pdf (If applicable, review Pet Rules.)

_____ I will have all Guests/Visitors sign an Acknowledgment of Risk, Release, and Indemnity Agreement.
(DBWC Rules 5.5.B.)

_____ I will be responsible for normal cleanup afterward and replace furniture to its original configuration.
The Facilities Manager will inspect the facility after the event and give written notice if further repairs or cleaning are necessary.

_____ I respect the integrity of DBR security. I will **not** give out the Gate Code.

_____ I will limit attendance to facility capacity.

_____ I will inform my Guests/Visitors of Park Rules, e.g. **5mph speed limit, no smoking in Common Areas (see more on back of this form).**

_____ Guests/Visitors are not to be left alone in Common Areas without a DBWC Member present
(restrooms excluded).

_____ I will replace DBR supplies and launder linens (use only scent-free laundry products).

_____ I will arrange for any repairs or additional cleaning, if required, after Facilities Manager inspection. If I do not handle it myself, I will reimburse DBR for any costs to clean or repair.

_____ If I do not honor this Usage Agreement and Rule 4.5 of the Pet Rules, I may lose my privilege to hold future events in Common Areas. https://discoverybayresort.org/member/docs/new/Pet_Rules.pdf

I understand and accept this Facility Usage Agreement:

DBWC Member _____ Date _____ Facilities Manger _____ Date _____

.....
Facility inspected by: _____ **Date:** _____ **___Satisfactory___ Unsatisfactory**
If unsatisfactory, action needed: _____

Final inspection, if needed, by: _____ **Date:** _____

6.5 Guests and Visitors. Guests and Visitors using the facilities must obey the Rules and posted signs. Members are responsible for the conduct of their Guests, Visitors, or other persons in the Community at their invitation. The Board may require a Guest or Visitor who does not conform to DBR Rules, or whose behavior is offensive to DBR Residents, to leave. The Board, in its sole discretion, has the right to determine whether or not behavior is offensive. **(DBR Rules)**

6.6 Alcoholic Beverages. No alcoholic beverages may be sold in the DBR Resort. **(DBR Rules)**

4.5 Pets and Animals in Common Facilities. With the exception of service animals (as defined by the ADA), or with prior authorization by the BOD, pets/animals are not permitted in common buildings/facilities. If your service animal is with you, out of courtesy to those who might be allergic, please do not allow your animal on the furniture unless medically necessary for it to be situated directly at your side. **(Pet Rules)**

“SNIPPETS” AND/OR CONDENSED VERSIONS OF SOME OTHER RELEVANT RULES.

From DBR Rules:

Visitor/Guest Parking is allowed in parking areas east of the Office, west of the Laundry room, along West Street (near the Ramada), or in Member’s driveway. (DBR Rules 5.2 C.) Temporary parking on the street is permitted if vehicle does not impede fire lanes or access to other Sites or Common Areas. (DBR Rules 5.2.D.) Visitor/Guest Parking is also allowed at Radclyffe.

Speed Limit. Maximum speed limit is five (5) miles per hour. (DBR Rules 5.3.A.)

NO SMOKING is permitted in the Common Areas and facilities of DBR. (DBR Rules 6.3)

Smoking is allowed on individual Sites and at the community fire pit. (DBR Rules 6.3.B.)

From DBWC Rules:

Guests and Visitors are expected to maintain Common Area facilities in a **clean and orderly** manner. (DBWC Rules 12.1)

When **scheduling a function or event**, Members must contact the Calendar Team to check availability, schedule date/time/place, and fill out a Facilities Usage Form. (DBWC Rules 12.2.A.)