

GLEANNLOCH FARMS COMMUNITY ASSOCIATION, INC.

RECREATION CENTER RENTAL POLICY

1. Events shall occur during the following hours of operation:

Monday-Friday	9:00 a.m. – 11:00 p.m.
Saturday	10:00 a.m. – 11:00 p.m.
Sunday	12:00 Noon – 11:00 p.m.
2. There shall be no more than fifty (50) guests in attendance at each event.
3. There shall be no smoking inside the facility.
4. No alcoholic beverages are permitted on the premises.
5. Private parties shall be limited to three (3) hours.
6. All trash/garbage generated by the event (including kitchen use) shall be bagged and removed.
7. Facility must be vacuumed and left in clean condition after use.
8. Only freestanding decorations are to be used; no tape, pins, etc.
9. The fee to be paid prior to the event is as follows:
 - Facility \$100.00 Deposit (Refundable if left in good order)
\$25.00 Use Fee (covers utilities and wear and tear)
Make check payable to Gleannloch Farms
Community Association, Inc.

PLEASE RETURN YOUR REQUEST FORM TO:

**GLEANNLOCH FARMS COMMUNITY ASSOCIATION, INC.
C/O ASSOCIATION MANAGEMENT, INC.
9575 KATY FREEWAY, SUITE 130
HOUSTON, TEXAS 77024**

INITIAL _____

548-13-1297