

FOUR SEASONS CLUBHOUSE RULES

RESERVATION FEE AND CLEANING DEPOSITS

- **All FSHOA dues and assessments must be current.**
- \$20.00 cash/check non-refundable usage fee for each date reserved-to be paid at time of reservation.
- \$50.00 cash/check cleaning deposit due at time of reservation to secure the requested date. This deposit is refundable upon return of key and satisfactory cleaning inspection.
- Contact Clubhouse Director (call or email fourseasons.clubhouse@yahoo.com) if you need to cancel or reschedule your reservation.
- Notice required if you require a wheelchair ramp to connect to the sunken main room, or the BBQ.

ARRIVAL AND SETUP

- Upon arrival, report any damage or unclean conditions to the Clubhouse Director.
- Supplies are in the kitchen and in storage
- Use track board with thumb tacks or push pins to hang decorations. No Tape!
- No decorations may be applied to light fixtures or any other surfaces.
- No adhesive tape allowed, including masking, double-sided, duct, or electric tape.
- No tape on the hardwood floors!

THE EVENT

- The reserving homeowner/renter must be present during the event.
- Please keep noise to a minimum and be considerate of our neighbors.
- Noise after 10:00 P.M. is not permitted.
- Clubhouse must be vacated by midnight.
- Clubhouse rental DOES NOT include access to the pools. Standard pool rules apply, including the limitation to 4 guests. See pool rules for information regarding additional guest passes.
- No smoking inside.

CLEANING INSTRUCTIONS

- Clubhouse must be returned to clean condition.
- No garbage may be left on the grounds - remove all garbage and take with you.
- Reline kitchen and bathroom cans with liners.
- Remove all decorations and all food.
- Clean oven, stovetop, refrigerator and counters.
- Wipe down tables and chairs and put them back in the storage closet
- Clean restrooms toilets, sinks and counters.
- Sweep the floors (including bathroom) and deck.
- Use Swiffer Wet for floors and bathroom
- Put away readerboards and put letters back in their storage
- Turn thermostat to 75 degrees in the summer and 58 degrees in the winter & set to auto.
- Turn off all lights & lock all doors.

HAVE A WONDERFUL TIME!!