

POWDER HORN MOUNTAIN CLUBHOUSE USER POLICY (9/09)

Property owners in good standing and their families shall be permitted the use of the Powder Horn Clubhouse for receptions and other events, upon the notification and approval of the Operations Manager.

Requests for the use of the Clubhouse for private small group functions by a property owner or their family shall be submitted to the Operations Manager, with the understanding that there is a four (4) hour time limit for such use and that **access to the Clubhouse by others will not be restricted**. A reservation request for such use must be made with the Operations Manager to avoid any conflicts with other scheduled activities and events, and **such reservation may be rescinded if a reservation for hire is requested by another party**. A user fee per below shall be applicable.

Requests for the use of the Clubhouse by owners and non-owners for private functions or large functions with more than 50 people (e.g., wedding receptions, family reunions, & etc.) shall also be submitted to the Operations Manager, and all proposed event dates shall be booked in advance. A user fee per below shall be applicable.

Fees for use of the Clubhouse are as follows:

Single Exclusive Event:	\$600 for up to four (4) hours + \$125 for each additional hour (\$750 for non-members)*
Package Event:	\$750 special fee for use of the Clubhouse for two consecutive days (e.g., wedding rehearsal dinner and reception) (\$1,000 for non-members)*
Small Group Users: (Owners & Family)	\$25 minimum for up to 25 persons + \$1 for each additional person over 25 to a maximum of 50 persons for up to four (4) hours use (<i>see manager for fee schedule for groups over 50 or additional usage fees that may apply</i>)
Security Deposit:	\$150 refundable damage/cleaning fee (\$500 for non-members)*
Optional Cleaning Fee:	\$150 for service provided by POA hired contractor
Optional Set-Up Help:	Available upon request, price determined by type of service required

*Fees for non-member use of the Clubhouse include the cost of hiring an event attendant.

Terms and conditions for use of the Clubhouse are as follows:

- Clubhouse key must be picked up and returned to the POA office or gatehouse at the time of the event.
- Clubhouse must be left in the same or better condition after use as follows:
 - ✓ Kitchen and dining area cleaned with all personal items and food items removed
 - ✓ All other rooms used cleaned with all personal and food items removed
 - ✓ All furniture returned to its original position
 - ✓ All trash bagged and placed in trash receptacles located outside the Clubhouse
 - ✓ Thermostats turned up or down according to the season
 - ✓ All exterior doors closed and locked and all interior and exterior lights turned out upon exit
- Security deposit will be refunded if the Clubhouse is left clean and if there are no signs of damage due to negligence.

If you agree to comply with the above terms and conditions, please complete the Agreement for Use of Clubhouse Facilities and Clubhouse Use Waiver forms.

Note: The Operations Manager has the discretionary authority to determine whether an event shall be booked and for a different fee other than stated above.

Thank you. Powder Horn Mountain Operations Manager