



## Amenity Center/Gazebo/Common Area Request Form

All common areas within the Community are primarily for the use and enjoyment of residents of Charleston Landing. Residents must be current on their dues in order to utilize the common area amenities.

Name \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Intended Use: \_\_\_\_\_

Date Requested : \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

*Maximum Number of Guests: 30*

*Maximum Length: 4 Hours, 30 minutes prior for set up & 30 minutes after for clean up are allowed.*

### **Fees: Refundable Deposit: \$100.00**

I understand in order to receive the full refund of the clean up deposit, the following must be done after usage or \$75.00 will be forfeited from refundable deposit:

- All decorations must be removed
- All trash must be removed and placed in the trash container
- All tables, chairs, counter tops, and the sink must be wiped down
- All furniture must be placed in its original location, including pool furniture
- Sweep and mop all floors

I have read, understood, and agree to abide by all of the Association policies regarding the use of this facility. This includes:

- Event Insurance must be purchased at the expense of the homeowner hosting the event.
- NO ALCOHOLIC BEVERAGES will be brought in or consumed on the premises, including the parking lot.
- The volume of live or recorded music must not violate applicable Horry County noise ordinances.
- You are responsible for the behavior of your guests and for ensuring that they abide by the Pool Rules & Regulations.
- You are responsible for ensuring your guests understand they are "swimming at their own risk".
- You are responsible for any damage caused to the pool furniture and pool facility.
- No smoking allowed inside the facility.
- No grilling or open flame is allowed.

I agree to indemnify and hold harmless the Charleston Landing Homeowners Association and their Directors, Managing Agents, and staff from any and all liability, claims, actions, suits, or demands by any person, corporation, or other entity, for injuries, death, property damage, or nature arising out of, or in connection with, the use of the Charleston Landing Homeowners Association Amenity Center.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form along with payment to Coastal Association Management for scheduling. You may mail to P.O. Box 4838 North Myrtle Beach, SC, or fax to 843-663-2045, or email to [theresa@coastalassociation.net](mailto:theresa@coastalassociation.net).