

**AUTUMN WOODS COMMUNITY ASSOCIATION, INC**  
**Application for Use of Social Rooms**

Owner(s) Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Date of function \_\_\_\_\_

Purpose of Rental \_\_\_\_\_

Approximate Number of People \_\_\_\_\_

Time Room will be in use From: \_\_\_\_\_ To: \_\_\_\_\_

Location (Please Initial)

**Does Not Include Screened-in Porch or Fitness Center**

Large social room \_\_\_\_\_ Card Room \_\_\_\_\_

Plan To Bring any Equipment on Autumn Woods Site?:                      YES                      NO

**Rules and Regulations for Use of Social Rooms**

1. Reservations are for one location.
2. Deposits of \$300 check payable to Autumn Woods Community Association of use of any location are required **prior to reservation confirmation**. To receive deposits back, you must:
  - a. Clean the location of all decorations, food and table items.
  - b. Return all furniture to their original positions.
  - c. All furniture must be wiped clean of food and debris. Floors must be swept and *washed*.
  - d. Refrigerator emptied, and **All Trash Removed** to the Waste Management trash cans.
  - e. Rest rooms must be checked and all trash must be picked up.
  - f. The resident reserving the location is responsible for cleaning and the condition of the area after the party. **No holes on walls, or use of tape when decorating.**
  - g. **NO PARKING ON THE GRASS!!**
  - h. All Deposit Checks to be return must be picked up in seven (7) days after scheduled event. After seven (7) days checks will be destroyed.

**ALL DEPOSITS WILL BE FORFEITED IF THE ABOVE MENTIONED RULES ARE NOT FOLLOWED OR IF ANY OF THE CLUBHOUSE FACILITIES SUSTAIN ANY DAMAGE UNDER THE APPLICANT'S SUPERVISION.**

Please contact the Association Manager before your party to make arrangements to receive a door code to the social room.

Parties for minor children must be chaperoned at all times. Children are not allowed to roam the locations freely.

The resident reserving the location must be a registered owner in Autumn Woods Community.

Alcoholic beverages are allowed for guests over age 21.

Approval for the party is at the discretion of the Board of Directors.

No smoking permitted ANYWHERE in the building.

No animals permitted ANYWHERE in the locations. (Exception: Vision-impaired Assists)

An inspection of the area will be made prior to and following each event.

The resident understands and agrees to abide by the above conditions with the understanding that the ENTIRE DEPOSIT WILL BE FORFEITED if any parts of the conditions are not met.

**VIOLATIONS CAN RESULT IN FINES AND/OR LOSS OF PRIVILEGES AS DETERMINED BY THE BOARD OF DIRECTORS**

Please return completed application within five (5) days with check payable to Autumn Woods Community Association in order to reserve your date and location:

Autumn Woods Office  
6720 Autumn Woods Blvd.  
Naples, Florida 34109  
239 596-9634

\_\_\_\_\_

Resident Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Autumn Woods' Designee

\_\_\_\_\_

Date