

Clubhouse Reservation Policy

11/28/17

Laterra Links Large and Small Clubhouses are available for the exclusive use by Laterra Links Residents.

Residents and Guests must comply with the Laterra Links COA Clubhouse Reservation Policy and Laterra Links COA Rules & Regulations at all times when using the facilities.

Every use of the Large or Small Clubhouse (event, party, games, or meeting), other than Personal Use, requires a Reservation by a Laterra Links Resident(s).

Using a Laterra Links Clubhouse without a reservation is subject to a \$250 fine.

A Laterra Links Resident(s) must host, control the reservation and are responsible for the condition of the clubhouse during and after the Reservation.

A Clubhouse Reservation Agreement must be completed delivered to MMS prior to the date of the reservation.

There is no charge for reservations and no deposits are required.

All reservations are on a first come first serve basis.

Residents may use the clubhouses for personal use, with guests staying at their residence or with family without reservations when the clubhouses are not reserved.

The Amenity Center Pool, Pool Deck, Outdoor Kitchen, SPA and Fitness Center may not be reserved.

Small Clubhouse occupancy is limited to a maximum of 25 people.

Large Clubhouse is limited to a maximum of 50 people.

Reserved Events must end NO LATER than 11:00 PM. New Year's Eve and sports events being watched on TV that end after 11:00 PM may be approved as exceptions.

The Laterra Links COA, and May Management Solutions, are not liable for any bodily injury to anyone participating in a Resident Reserved Event, during Resident Personal Use or any injuries after leaving the premises and thus will assert no claim of coverage under any of the above insurance policies. The resident making the reservation must have liability or homeowner's insurance and thus will assert no claim of coverage under any of the Laterra Links COA policies.

The Clubhouse must clean and restored to pre-use condition as detailed in the Laterra Links Rules & Regulations Clubhouse Rules after every Personal or Reserved use.

If the LLCOA Property Manager or Board finds the clubhouse in need of cleaning or maintenance following a Reservation the Resident(s) making the Reservation will be fined \$250 for not properly restoring the clubhouse to its pre-reservation condition.

Resident Clubhouse Reservation Agreement

11/28/17

Name: _____

Phone: _____ **Email:** _____

Address: _____

Clubhouse being reserved: Small or Large **Expected # of people** _____

Type of reservation:

One-time: _____ **On-going:** _____

Reservation date: _____ **Time:** from _____ to _____

On-going dates: Start _____ End _____ **Time:** from _____ to _____

The Resident, by signing this agreement for the reservation of the clubhouse, agrees to comply with the Laterra Links COA Clubhouse Reservation Policy and Laterra Links Rules & Regulations.

The Laterra Links COA Rules & Regulations are available on the Laterra Links Website Governance page @ www.laterralinkslifestyle.com

Failure to comply with the Laterra Links COA Clubhouse Reservation Policy and or Laterra Links Rules and Regulations during this Reservation may result in the Resident(s) being fined \$250 and restricted or suspended from reserving the Clubhouse or the use of the clubhouse privileges.

Resident(s) Signature: _____ Date: _____

Clubhouse Reservations Agreement Form may be downloaded or printed from the Laterra Links Lifestyle website or picked up at MMS WGV office.

Completed Laterra Links Clubhouse Reservation Agreement may be or emailed to Samantha Davenport sdavenport@mayresort.com dropped off in person or mailed to May Management Services, Laterra Links Condominium Association, 475 West Town Place, Suite 112, St. Augustine, FL 32092.

Clubhouse Amenities & Capacity

11/28/16

Large Clubhouse: Two HDTVs, DVD for movies, Digital Surround Sound, free wireless internet. Seating for 32, prep kitchen with bar and 8 bar stools. Large Clubhouse (event capacity: 50).



Small Clubhouse: HDTV in the Living Room and free wireless internet. Seating for 15, prep kitchen with bar and 7 bar stools. Small Clubhouse (event capacity: 25).

Card room (3 tables – seating for 12).



Summer Kitchen & Grill

Gas grill & outdoor dining tables.



Locker Rooms

Men's and Women's Locker Rooms & Showers.

