

RIVERWOOD FARM CLUBHOUSE RESERVATION

Homeowner Name (Please Print) _____

Homeowner Address _____

Home Phone _____ Other Contact# _____

Reservation Date _____

Reservation Time: From _____ am/pm To: _____ am/pm

Type of Function _____ # of Guests _____

I, the undersigned applicant, hereby accept the liability for any and all damages resulting from carelessness or negligence on my part or that of my guests and agree to pay all costs incurred for any cleaning or repair of damages as a result. Furthermore, I acknowledge that I have received a copy of and fully understand the "Riverwood Farm Clubhouse Rules and Regulations" and agree to abide by them. Violation of Clubhouse responsibilities may result in forfeiting of my security deposit and may affect approval for future requests for use of the Clubhouse.

Homeowner Signature _____ Date _____

Rental Fee: Please send a check in the amount of **\$100.00** made payable to Riverwood Farm HOA (effective with all rentals after 1/1/24)

Deposit: Please send a **SEPARATE** check in the amount of **\$150.00** as a security deposit. Make the check payable to Riverwood Farm HOA. Your check will be returned within ten (10) business days upon inspection of the clubhouse.

Please note: **Clubhouse reservations are restricted to residents of Riverwood Farm only.**

Send checks and this application to:

Usha Bilgi
200 Traymore Way
Greer, SC 29650

Confirmation: In order to reserve the Clubhouse, an owner must be currently up to date with Homeowner Association dues. Reservations are on a first come basis and will be confirmed upon receipt of security deposit and completed reservation form & fee.

Cancellation: In order to receive your **reservation fee back in full**, you **MUST** give **two weeks notice** for any cancellation.

Access Code: Key code number for entry will be given to the homeowner 24 hours in advance of reservation during a pre-use inspection with a committee member. Following the event, a post-use inspection will be conducted by the same committee member. Your deposit will be returned to you upon a satisfactory inspection for cleanliness and care. Key to storage closet is located in Lock Box (location to be decided). The Key code number for the entrance & exit door will be changed after every rental.

Clubhouse Committee to schedule all reservations. Please check riverwoodfarm.org, Events Calendar to see if the clubhouse is available before calling to make reservation.

For Reservations/Rental /Calendar Update, please contact:

Usha Bilgi 864-516-9766