

HILLS OF WESTWOOD PROPERTY OWNERS' ASSOCIATION

POOL PARTY GUIDELINES

The Association Pool is available for Pool Member Parties (birthday, soccer/baseball teams, bridge groups, church groups, etc.); however, there are conditions and guidelines that must be followed. The Property Manager and/or Board of Directors reserve the right to limit or refuse any party request for the Pool Area for any reason. Any violators of party or pool rules may result in a ban of future party privileges and/or pool use privileges.

FIRST, fill out a **Pool Party Reservation Form**. These forms are available via email at Manager@HillsOfWestwoodHOA.com or by contacting the Property Manager.

- There are two separate payments required at time of a reservation request. These payments should be presented in 2 separate checks.
 - The **Event Fee** is a \$45 Non-Refundable Fee.
 - The **Clean-Up Deposit** is a \$150 deposit that will be held for up to 3 days following the party. If the HOA determines that additional clean up by a third-party source is required, this \$150 will not be refunded. If both deposits are combined into one check, it will take a minimum of 15 days for reimbursement of Party Clean up Deposit provided it is not used.
- The Party Reservation will reserve two tables in the pavilion area. **Table Reservation Cards** are no longer issued for the tables. If there is a conflict with table availability at the time of your party, please use a smart phone to show your reservation, which will be posted at www.HillsOfWestwoodHOA.com on the Pool Reservations tab.
- The Pool Member Host is RESPONSIBLE FOR ALL CLEAN UP afterwards. If additional clean up is required, the \$100 Party Clean-Up Deposit will not be refunded.
- Only one party may be scheduled during any **two (2) hours period of a day**, and a maximum of 2 parties permitted on the same day. The HOA reserves the right to limit the number of parties per day and/or the request time of day for parties during high traffic swimming times.
- Pool parties are for POOL MEMBER FUNCTIONS ONLY. An adult POOL MEMBER must be present during the entire party.
- Pool Rules must be enforced to all guests attending the party. The ultimate responsibility for these rules and guidelines lies with the POOL MEMBER.
- Remember, the POOL MEMBERS come first. The reservation will be posted on the Pool Reservations tab at the website. The rest of the pool area will remain open to other pool members and their guests during any scheduled event.
- Parties are limited to **20 people** – both swimming and non-swimming persons including members and guests. When making a party request, you must include the number you anticipate attending as this may be subject to committee approval. If the party is requested during a high traffic swimming time it may likely not be approved.
- The Indemnity and Release Agreement on file for your household extends to all the guests at your party. The Hills of Westwood Property Owners' Association is released from any liability of swimming or related activities in or around the pool area.

HILLS OF WESTWOOD PROPERTY OWNERS' ASSOCIATION POOL AREA RESERVATION REQUEST

Return your request & fees to the HOA or mail it to:

Hills of Westwood HOA
205 Paloma Drive
Temple, Texas 76502

Property management will contact you after the request is reviewed. If approved, they will supply you with an email confirming your reservation.

Today's Date _____

Contact Information:

Pool Member's Name: _____

Property Address: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Party Date Requested: _____

Party Time Requested: _____

Total Duration Time Expected: _____ (**Two (2) Hours Maximum**)

Nature of Event: _____

Estimated Number of Guests: _____ (**Limited to 25 Guests**)

Predominant Age Range of Guests: 0 – 10 yrs. 11 – 17 yrs. 18 yrs and older

I understand that in the event this request is denied, due to scheduling conflicts, I have the option to revise date and/or time of this request. I understand that I am the authorized adult Pool Member and I am responsible for my guests and the condition of the pool area. I will make my guests aware of the Pool Rules and Liability Release Agreement.

Signature

HOA Use Only	APPROVED _____	DENIED/REASON _____
_____ Dues Current		Deposit Rec'd by: _____
_____ Restriction Violations		Check #: _____
_____ Other Parties Scheduled		Member Notified: _____