

# RIVERWOOD FARM CLUBHOUSE RESERVATION

Homeowner Name (Please Print) \_\_\_\_\_

Homeowner Address \_\_\_\_\_

Home Phone \_\_\_\_\_ OtherContact# \_\_\_\_\_

Reservation Date \_\_\_\_\_

Time of Reservation: 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 \$75.00 made payable to Riverwood Farm HOA.

**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.

**Access Key:** Key is located in Lock Box at front door of clubhouse. Key code 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.

**Clubhouse Committee to schedule all reservations. Please call for a listing of scheduled events.**

For Reservations/Rental /Calendar Update, please contact:

<b>Usha Bilgi</b>	<b>864-516-9766 (primary)</b>	Angel Vigil	864-908-6342
Kurt Hopper	864-770-3850	Kim Carver	205-873-3840
Shelly Madison	864-275-3492	Matt Cardone	864-915-3916