

NEWPORT

Community Room Usage Agreement

THE NEW PROPERTY OWNER'S ASSOCIATION OF NEWPORT, INC. (NPOAN) BOARD OF DIRECTORS HAS ADOPTED THE FOLLOWING RULES GOVENING THE USE OF THE COMMUNITY ROOM. The Community Room is available for group usage and may be used by residents of NPOAN or any outside organizations. The Rules and Regulations of the Community Room SHALL be observed at all times.

- I. Any member of NPOAN, provided they are at least 21 years of age, and all maintenance fees due to the association are current may use the Community Room for group events upon approval. Members using the Community Room shall be present at all times during the function.
- II. The user will be responsible and accountable for payment of any repairs needed for damages caused to the Community Room or surrounding facilities during the usage period.
- III. All trash and debris must be removed from the Community Room upon the conclusion of the function.
- IV. The User agrees to indemnify and hold the Association, its agents, employees, officers, and directors harmless from and against all injuries, losses and/or damages sustained by any person, whether associated with the usage or not, arising directly or indirectly out of or related to the use of the Community Room, including any claims based upon the alleged negligence of the Association, its agents, employees, officers, or directors.
- V. All of the Community Room Rules (attached) shall be followed throughout the rental period.

Addendum to NPOA Community Room Rules
for Group Events

1. Request for group parties must be made at least one week in advance of the requested date.
2. Request must contain the date, time and type of party or get together.
3. Request must contain the number or invited guest.
4. In addition to the room rental, a deposit in the minimum amount of \$100 shall be charged by the Association. If there is no damage to the Community Room or related facilities and the area is clean and all trash is bagged and placed in receptacles the deposit shall be returned to the member.
5. Each request must be approved by the Community Manager.
6. Parties of 20 or more may be required to pay for the cost of a special sheriff deputy on site during the party at the rate of \$45 per hour per deputy (“Security fee”) for the number of hours requested for the party. This is for the safety of the individuals attending. Depending on the number of attendees, NPOA shall have the right to require more than one sheriff deputy. Events with the use of alcohol, regardless of the number in attendance, are subject to a minimum of two deputies.
7. Security fees are not refundable.
8. If, in the opinion of the security officers, party members/guest becomes too rowdy, the officers have the authority to escort the offenders off the premises.
9. If there is any fighting or any kind of disturbance at the party, the security officers have been instructed to shut the party down and escort all party members off the premises.
10. The member requesting the event shall be responsible for maintaining the gate when guest arrive and when they leave. The gate may not remain open.
11. ALL ATTENDEES MUST OBEY THE COMMUNITY ROOM RULES.

I have read and understand this Agreement and agree to abide by the Community Room Rules. I agree to accept liability for all damages to property occurring during the function and hereby release NPOA and their employees, directors and volunteers from liability resulting in injury, accident or illness to member or guests which may occur during my scheduled event.

Printed Name: _____

Member Signature: _____

Address: _____

Contact Numbers:

Home: _____ Cell: _____ Work: _____

Driver's License Number: _____

Number of Guests: _____ Date/Time of Event: _____

Type of Event: _____

To be completed by management

Damage Deposit \$ _____ Date Received: _____ Cash ___ Check No. _____

Deposit \$ _____ Date Received: _____ Cash ___ Check No. _____

Security Fee \$ _____ Date Received: _____ Cash ___ Check No. _____

Balance Due \$ _____ Date Received: _____ Cash ___ Check No. _____

Approved: _____

Community Manager

Newport POA
2102 Country Club Drive
Crosby, Texas 77532
(281) 462-4199
receptionist@newportpoa.com