

APPLICATION FOR
RESERVATION AND RENTAL RELEASE AGREEMENT
COLONY PARK MASTER MANOR HOUSE

In consideration for Colony Park Master Association, Inc. allowing me the exclusive use of the Upper Level of The Colony Park Master Manor House and furnishings therein (hereinafter "Manor House") on _____, 20____ (Rental Date). Lower Level access is excluded, including pool areas and gym, with the exception of reasonable access to restrooms. I, the undersigned, agree as follows:

1. I agree to rent the Manor House on the rental date under the terms and conditions set forth below.
2. If renting the Manor House for the first or second time this calendar year, I will submit only the security deposit but no rental fee. Otherwise, I will submit payment in the amount of \$200.00 to Colony Park Master Association, Inc, ("Association"), as a rental fee for the Manor House, due and payable on or before the Rental Date. This payment as well as \$250.00 security deposit is required prior to the rental date.
3. I am renting the Manor House for the purpose of _____ which will be attended by not more than _____ persons.
4. The party or other function will be held between the hours of _____ m and _____ m. on the rental date (**events must end and guests must depart no later than 11:00 pm on the rental date. The restricted quiet time begins at 11:00pm**). I understand that the continued use of the Manor House after the hours for which it has been reserved will constitute breach of this agreement and will result in forfeiture of my security deposit. In addition, a fine of \$250 will be imposed for any excessive noise after 11:00 pm. Any/all items that are brought into the Manor House for events **MUST** be promptly removed the evening of the event. Items that remain will be promptly discarded.
5. I will make a security deposit in the amount of **\$250.00 Dollars**, which is due and payable upon submission of this application and agreement. I understand that this security deposit is in addition to the rental fee described in paragraph (2) above. I further understand and agree that this security deposit will be used to pay for cleaning costs and any/all damages resulting to the Manor House, its contents, or any other portion of the Association property from my actions or any actions of persons present at, attending, or in any other way related to my function. I understand that any charges made against my security deposit will be explained. If costs of repairs exceed the amount of my security deposit, I agree to pay the Association for the full cost of all repairs within ten (10) days of receipt of a written explanation of the damages and a bill from the Association for such repairs. I am a member of the Association, I agree that all deposits, fees, and expense incurred by the Association as a result of the use of the Manor House under this agreement shall be considered an assessment and constitute a lien against my unit and shall be fully collectable as such provided for in the Associations Declarations, By-Laws and the Georgia Condominium Act.
6. I assume all responsibilities, risks, liabilities, and hazards incidental to the activities applied for (including, but not limited to, the service of alcoholic beverages), and herby release and forever discharge the Association, its officers, director, employees, agents, and members, past, present, and future from any and all claims, costs, causes of action, and liability for personal injury or death and damage to or destruction of property arising from my use of the Manor House and its appurtenances.
7. I agree to indemnify and hold harmless the Association, its officers, directors, employees, agents and members, present, past and future, from any and all charges, claims, costs, causes of action, damages and liability (including, but not limited to, attorney's fees) for any injury, to either person or property, suffered by me, my family members, employees, agents, servants, guests, invitees, or any member of the Association or any other person which may arise from or are in any way related to the above activity.
8. I assume all responsibility for the action and behavior of all persons present at, attending, or any other way related to my function and agrees to be personally responsible for causing all such persons to comply with the Associations Declarations, By-laws, and Rules and Regulations. I acknowledge that violation thereof by any person present at, attending, or in any way related to my function may, in the sole discretion of the Associations Board of Directors, result in forfeiture of my security deposit.
9. I understand that I am being granted the exclusive use of the Manor House for the time period described in Paragraph (4) above subject to the right herein reserved by the Association to enter the Manor House and terminate my use thereof should the conduct of any person using the facility endanger the health, safety, or well being of any person or constitute a threat to any property.

10. I am at least eighteen (18) years of age and will be in attendance at my function. I hereby agree and represent the Manor House will be used for lawful purposes only and that if any conduct at the function I am sponsoring violates federal, state, or local laws or ordinances, my right to use the Manor House under this agreement shall terminate and the Association shall have the right to take possession of the Manor House and instruct my guests to leave the property.
11. In the event of cancellation of my reservation by me forty-eight (48) hours or more before the rental date, the security deposit and the rental fee will be refunded in full. Cancellation after this time period will result in a charge of \$200.00 dollars, which will be subtracted from the security deposit.
12. Subject to those deductions provided for in this agreement, the security deposit will be refunded, in whole or in part, within (5) working days after the Association has inspected the Manor House, and all keys have been returned.
13. The following contents of the Manor House are to be at the disposal of the persons attending my function for the reasonable use:
 - a. Access to upstairs and furnishings.
 - b. Access to restrooms on lower level.
 - c. Access to kitchen area is granted.
 - d. No access to gym area is granted.
 - e. No access to pool areas.
14. I agree to clean the facilities after use or arrange with Community One Associates for a cleaning service to complete this task in the amount of \$100.00 that may be deducted from the security deposit if I so choose.
15. I understand that my reservation of the Manor House on the aforementioned date will not be confirmed nor will this agreement be binding until such time as the Association has executed this agreement.
16. I understand there is no parking permitted in the Manor House parking area other than designated spaces in front of the Manor House (3) spaces. It is suggested that all guests park offsite in nearby parking facilities.
17. I have carefully read and understand this rental form and agree to be bound by its terms.

Signature Print Name

Please complete the following information:

Employer _____

Employer Address _____

Business Phone # _____

Home Address _____

Home Phone # _____

D. L. # and State _____

Send Deposits To: Community One Associations
 1235 Old Alpharetta Rd. Suite 100
 Alpharetta, GA 30005
 (678) 624-9453 phone
 (770) 521-2146 fax