



Wesley Place Homeowners Association

Resident Information Package

Clubhouse Reservation and Charges

1. There shall be no charge to use the clubhouse for any function or activity sponsored by the Board of Directors, a Board sanctioned committee or group (e.g. Book Club), the Social Committee, or by a Wesley Place resident at which all guests are also Wesley Place homeowners or leaseholders. There is also no charge if there is a non-resident guest speaker who is present as part of the function or activity.
2. Homeowners or leaseholders may have, at no charge, up to two (2) functions or activities within a twelve month period at which non-Wesley Place residents are guests. A \$25.00 clubhouse usage fee will be charged for any function or activity, beyond the gratis two in twelve months, at which non-Wesley Place residents are present.
3. A reservation to use the clubhouse, including the two at no charge, is not confirmed until receipt of a \$35.00 damage/cleaning deposit and if the event exceeds the two allotted no charge uses, payment of the \$25.00 fee when non-resident guests are present. The deposit and usage fee shall be made by separate checks. The deposit will be returned at the time the clubhouse is checked and determined to be clean and in the condition it was when the function or activity began. The Board of Directors will mediate any dispute over the condition of the clubhouse and return of the \$35.00 deposit.
4. The \$35.00 deposit is not required when the function or activity is sponsored by the Board of Directors or by any group (e.g. Book Club) sanctioned by the Board, whether or not non-resident guests are present.
5. Refer to either the current WPHA Residents List or to the WPHA Board of Directors and Committee Roster to find the current clubhouse reservation managers.
6. Clubhouse reservation managers are authorized by the Board of Directors to collect, accept and hold reservation checks until the time the clubhouse is or has been returned to the condition it was before the function or activity began. In cases where an issue exists as to the condition of the clubhouse, the Board will hear and resolve such at its next regularly scheduled meeting.
7. A copy of the Reservation and Use Agreement follows.

Updated June 2015



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Clubhouse Reservation and Use Agreement

Below is a representation of the Clubhouse Reservation and Use Agreement available at the mail station.

CLUBHOUSE RESERVATION AND USE AGREEMENT

1. PERSON(S) MAKING RESERVATION: _____ DATE: _____

2. RESIDING AT _____ WESLEY PLACE. TELEPHONE # _____

3. RESERVATION DATE(S): _____ / _____ / _____
(max 3 at one time)

4. APPROXIMATE NUMBER OF GUESTS: _____ (Knox County Fire Code maximum is 43 persons)

5. SECURITY/CLEANING DEPOSIT OF \$35.00 FOR EACH RESERVATION DATE ABOVE IS MADE BY SEPARATE CHECK(S) #: _____ / _____ / _____ (Note 1)

6. IN MAKING THIS RESERVATION I HAVE READ, UNDERSTAND AND AGREE TO ALL PUBLISHED CLUBHOUSE RULES, AS WELL AS THOSE ON THE REVERSE HEREOF, AND THE FOLLOWING:

A. THE CLUBHOUSE IS FOR PRIVATE USE OF WESLEY PLACE RESIDENTS AND THEIR GUESTS. AT LEAST ONE RESIDENT MUST BE PRESENT IN THE CLUBHOUSE AT ALL TIMES. (Initials) _____

B. I/WE WILL NOT USE THE CLUBHOUSE FOR THE PURPOSE OF SOLICITING SALES OF PRODUCTS, SERVICES, CONCEPTS, ETC., OR ANY OTHER FORMS OF PERSONAL OR COMMERCIAL ACTIVITIES FOR PERSONAL GAIN OR PROFIT. (Initials) _____

C. I/WE ASSUME FULL RESPONSIBILITY FOR ANY AND ALL DAMAGE TO OR LOSS OF ASSOCIATION PROPERTY AND AGREE TO PAY FOR SUCH DAMAGE OR LOSS WITHIN TEN DAYS OF DEMAND. (Initials) _____

D. I/WE UNDERSTAND THE FIREPLACE IS NOT TO BE USED. (Initials) _____

E. THE USE OF THE CLUBHOUSE FOR MORE THAN ONE CONSECUTIVE DAY SHALL BE CONSIDERED AND WILL NEED A SEPARATE USE RESERVATION REQUIRING A SEPARATE DEPOSIT. (Initials) _____

F. THE POOL AND RESTROOMS SHALL REMAIN ACCESSIBLE FOR ALL RESIDENTS/GUESTS WHEN THE POOL IS OPEN. (Initials) _____

G. ANY PARTY WHEN PERSONS UNDER 21 YEARS OF AGE ARE PRESENT SHALL HAVE ADULT SUPERVISION AT ALL TIMES. (Initials) _____

SIGNATURE OF PERSON(S) MAKING RESERVATION(S): _____

AS AGENT FOR THE WPHA I ACKNOWLEDGE RECEIPT OF CHECK(S)# _____ / _____ / _____

CLEANING/SECURITY INSPECTION SHALL BE MADE AT (Date/Time) _____

SIGNATURE OF WHPA AGENT: _____ DATE: _____

Note 1: If more than one check is received, those written for reservations made more than thirty (30) days in advance of the reservation date shall be held by the Reservations Manager.

Updated April 2015