

**LANDFALL COUNCIL OF ASSOCIATIONS
RECREATION FACILITY RULES AND REGULATIONS**

- All reservations for the recreation facility are limited to only Property Owners and Club Members who **must** be present at such function.
- All functions are limited to 100 people or less.
- A deposit check made payable to Landfall COA in the amount of \$100.00 is due with this form at the time the reservation is made. The check will only be cashed in the event the recreation facility was not cleaned up after the function and to the standards of the Landfall Council of Associations, Inc. Garbage must be placed in provided receptacles not to overflow. Any overflow garbage needs to be removed from premise.
- Cleanup of the Recreation facility is the responsibility of the person making the reservation and must be done immediately after the function.
- Noise must be kept to a minimum to respect the privacy of the individuals who own homes in the surrounding area.
- Any chairs, tables etc. are the responsibility of the person reserving the recreation facility. These items are not furnished by the Council of Associations.
- In order to reserve the recreation facility for use, please fill out the form below and mail or drop it off at the Landfall Council of Associations office. The address for the Council is 1749 Drysdale Drive, Wilmington, NC 28405.
- A written guest list must be forwarded to Security at the time of approval to insure all guests are allowed entry.
- The COA Maintenance Department will be notified of any reservation to ensure the sprinkler system does not come on at that time of the function.



I fully understand these rules and regulations and agree to abide by them. Furthermore, I hereby release Landfall Council of Associations, Inc. and their employees from any liability incurred before, during, or after the below listed function. Also, I agree to repair or reimburse the Landfall Council of Associations, Inc. for any damages occurred to the recreation facility to meet the Landfall Council of Associations, Inc. standards as a result of any guest, service personnel or vendor to such event.

I also understand that the Recreation Facility is not closed to other guests at the time of my event.

Property Owner's/Club Member's Name (Please Print)	Signature
Landfall Address	Today's Date
Phone Number	Date of Function
Type of Function	Time of Function
Cc: Security _____	Check / Cash Received _____
Maintenance _____	Check Cashed _____
	Check Number _____
	Amount Refunded _____