

**REGATTA AT VANDERBILT BEACH COMMONS ASSOCIATION
CLUBHOUSE RESERVATION FORM**

c/o Sandcastle Community Management
9150 Galleria Court, Suite 201
Naples, Florida 34109
239-596-7200 Office / 239-593-4812 Fax
TaylorW@SandcastleCM.com

Lessee Name: _____ () Owner () Renter (check one)

Regatta Address: _____

Signature: _____

Date of Reservation: _____ Date of Function _____ (Max 57 persons)

Time Frame: Start: _____ End: _____ (must end by 11:00 PM)

Approximate # of attendees: _____

Facilities Reserved (check all that apply): () Covered Pool Deck () One BBQ Grill () Party Room

Type of Party (check one): () Private Party () Association Sponsored Event (no fee or deposit required)

Private Party Rental Fee: \$150.00 PLUS \$100.00 Refundable Deposit * **Two separate checks**

- Rental check made payable to Regatta Commons
- Deposit check made payable to Regatta Commons
- If full deposit not returned, provide explanation:

Briefing:

- Review of Pool Area (not part of Clubhouse Rental)
- Bathroom open to all residents during function
- Location of electrical switches/outlets/emergency procedures
- Guest parking arrangements, towing reminder
- Restricted gate code access to community
- Business of any commercial activities are strictly prohibited
- Alcohol sales are prohibited

Management Representative _____ Phone: _____

Full deposit will be returned by Management following satisfactory post event inspection