

ABC CONDOMINIUM ROOFTOP DECK EVENT APPROVAL REQUEST

The rooftop deck is for use by ABC condo owners, tenants and their guests.

A maximum of 8 guests is permitted per unit. If an owner/tenant plans an event with more than 8 guests, written permission must be requested and granted by the Board. Permission must be requested 14 days prior to the event.

A \$200 refundable event fee must accompany the request. Checks should be made payable to the ABC Condominium Association. The fee will be refunded if the rooftop deck is left in satisfactory condition and if the applicant and their guests comply with all rules and regulations. Failure to comply with the rules and regulations will result in forfeiture of the event fee. Applicant is also responsible for any damage, breakage or loss of items. Applicant is responsible for cleaning up immediately following the event. If non-routine cleaning or maintenance is required, as determined by the board, the applicant will be responsible for associated fees in excess of the \$200.00 event fee.

Rules & Regulations

- Hours 6:00 AM – 10:00 PM. All events must conclude by 10:00 PM.
- Roof access is strictly limited to areas covered by deck pavers
- No smoking
- No cooking, grilling or open flames
- No loud music or speakers. Please use personal headsets
- No pets allowed
- Minors under the age of 18 must be accompanied by an adult
- No personal items or furniture may be left on the roof. Items left on roof will be disposed of.
- The furniture provided by ABC Condo must not be removed.
- All trash must be immediately disposed of by owner/tenant.

EVENT APPLICATION

Applicant Name: _____
Unit Number: _____ Phone Number: _____
Email: _____

Event Date: _____ Hours of Event: _____
Number of Guests: _____
Description of Event: _____

By signing below, I agree to indemnify the Board against all liability arising out of the activities of attendees during or following the event. I also affirm that I have read the Rules and Regulations regarding the use of the rooftop deck and will abide by them.

Signature: _____ Date: _____
_____ I have attached \$200.00 event fee that may be refunded per this agreement.