

MONTCLAIR HOA PAVILION RESERVATION GUIDELINES

3207 Winding Wood Place

We hope you enjoy your upcoming gathering at the Montclair Pavilion. Please review the pavilion rules presented here before your event.

GENERAL POLICIES

- Reservation may not exceed six (6) hours, including set up and clean up time
- Access to pool house restrooms, ice maker, charcoal and gas grills may be granted however, a request for them to be "unlocked" for use during your event must be made 3 days in advance
- Picnic tables must be returned to their original placement at the conclusion of event.
- If rearranging picnic tables, lift rather than drag them to desired location.
- Remove all the trash and bring the full bag to the FIELD GARBAGE CONTAINER. Replace liner with those provided in the bottom of the can.
- Do not use nails, staples or Command Strips for securing decorations. Only low tack tape is permitted.
- Do not hang anything from rafters or light fixtures.
- All grills must be returned to their original state and be cleaned prior to leaving your event.
- Turn off the FAN and LIGHT switch located on the side of the Pavilion before you leave.

The HOA can charge a service fee to anyone that does not comply with clean up or causes damage.

PARKING INSTRUCTIONS

- Parking is permitted in the designated parking area or in the open field. DO NOT park near the Pavilion or Pool House as this can damage our water/sewer lines.

PROPERTY USE

- Non-resident families should be accompanied by the Montclair Resident while using the park and facilities.
- **Do not litter in the park;** please make sure you have all items picked up before you leave.

PROHIBITED ITEMS/ACTIVITIES

- Tents (all sizes)
- Jump Houses (unless prior approved by the HOA)
- Inflatable Play Structures
- Rice, Birdseed, Glitter, Confetti
- Fireworks
- Open Flames (excluding grill use)

VENDORS

- **Montclair Resident responsible for pavilion reservation must remain with vendors at the premises. No one can be present at the pavilion without you.**
- Make sure your vendors are aware the event is being held in the pavilion *in-front* of the pool building.

Resident Name (Printed):

Date:

Address:

Signature:

Ver. 04.10.2024