

## ***Meridian Firs 2 Owners Association***

*24800 144 Ave. SE*

*Kent, WA 98063-6652*

*or email Meridianfirs2@gmail.com*

### **CABANA RESERVATION FORM**

Date Requested: \_\_\_\_\_ Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_

1. The Cabana is available for private parties, meetings and similar functions.
2. A \$100.00 deposit is required to reserve the Cabana. This is fully refundable provided the premises are left clean, damage free and all garbage is removed. \* See the attached checklist.
3. Following the Manager's inspection, any extra cleaning, garbage, or damages will be deducted from the deposit.
4. You will also be liable for any property damage or cleaning costs over the \$100.00 deposit. Collection fees or Attorney's fees will also be assumed by you in the event that such costs occur.
5. You are responsible for all persons admitted to the Cabana by you or your guests.
6. Doors and windows must be locked and the heat turned off upon leaving.
7. Garbage is to be removed from the premises upon your departure.
8. Keys must be returned by 12:00 noon on the day following your reservation unless another time has been agreed upon.

I have read the above and agree to all the provisions stated.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

This section is for official approval only by Board member

- ☐ Inspection of Cabana has been completed Date: \_\_\_\_\_
- ☐ Inspection Approved, Deposit refunded in full
- ☐ Inspection Failed, Amount of Deposit Withheld: \_\_\_\_\_
- ☐ Additional Cleaning Required
- ☐ Additional Garbage Removal Required
- ☐ Damage \_\_\_\_\_

- ☐ Inspection Failed, Deposit Withheld, Additional funds needed for repairs over \$100.00
- Notes \_\_\_\_\_
- \_\_\_\_\_

Board Member: \_\_\_\_\_ Date: \_\_\_\_\_

# *General Rules Applicable to Cabana Rental*

## *Meridian Firs 2 House Rules*

### **A. General Responsibilities & Information:**

1. Residents are responsible for the conduct of their guests. Guests must observe all rules as if they lived here. Owners are responsible for the conduct of tenants and their guests.
2. Owners are financially responsible for damage done to any common area by themselves, their children, guests, tenants or pets. Owners should immediately contact the manager should they or their family, tenants or guests cause any damage outside the interior of a unit.

### **B. Noise and Behavior:**

1. No resident shall make or permit any illegal activity, disturbing noise, noxious, offensive, dangerous, unsafe activity or disorderly conduct or do or permit anything to be done which will interfere with the rights, comforts or convenience of other residents.
2. No resident shall play or permit the playing of any musical instruments, or operate any stereo, radio, television or loud speaker if the same disturbs or annoys other residents.
3. Relative quiet should be maintained from 10:00 p.m. to 8:00 a.m. each night/day. Residents are advised to clear the holding of large parties in advance with immediate neighbors and the Manager. Guests must be advised that they may not park in private driveways, on the common area driveways or any area other than designated parking spaces. Overflow parking must park along 146<sup>th</sup> Ave. SE or elsewhere and carpool here.
7. Alcoholic beverages must be confined to private property. Illegal drugs are, of course, banned everywhere.

### **C. Vehicles and Parking:**

1. The speed limit is established at 10 mph.
7. Parking is only allowed in private driveways and marked spaces in the common area. No parking is allowed anywhere else except in the RV parking area by approval. Non-resident owners may not leave vehicles in common area except when actually visiting.

8. Any vehicles parked in a private driveway or marked space in the common area may not extend into the street.

**D. RV Parking Area:**

4. Guests visiting residents may be approved to park in the RV area on a space available basis, as approved by the Board of Directors in advance. All such vehicles must be fully self-contained.

**J. Cabana Use**

**1. General Rules**

- a) The Cabana is available for use only by residents of Meridian Firs 2 (unless authorized by the Board of Directors) from 8:00 a.m. to 10:00 p.m. daily. It contains a shower, restrooms, and meeting rooms. Please contact a Board member to obtain a key.
- b) No smoking is allowed inside the building.
- c) No one under the age of 16 will be allowed in the Cabana without a parent or legal guardian providing on-site supervision. Any resident has the right to request ID that shows age and address.
- d) Guests must be accompanied by an adult resident and may not be left unattended.
- e) Pets are not allowed inside the Cabana at any time.

**2. Private Parties or Meetings**

- a) The Cabana is available for meetings, parties, and other similar functions. It is equipped with a kitchenette, fireplace, tables, chairs and couches. Dishes and silverware are not provided.
- b) Reservations are made by a Board member. A reservation form must be completed and approved by a Board member before the key is issued to the Cabana. A \$100.000 deposit is required to reserve the room. This is refunded after an inspection proves proper cleaning, garbage removal, and lack of damage.
- c) The facility is for personal type use. As this is a residential property, any business needs to conform to the uses as described under "General Responsibilities and Information."
- d) The Board of Directors may authorize non-residents to use the Cabana on a case-by-case basis and may charge a fee for such use.

## *Cabana Checklist*

To help ensure the full refund of your deposit, please refer to this helpful checklist. While your deposit is fully refundable, you are responsible for cleaning, removing garbage and any damage that may occur during your use.

- ☒ All garbage (including restrooms) bagged and placed in trash cans outside. Any excess garbage that will not fit in the trash cans is to be removed from the premises.
- ☐ Garbage, cigarette butts, etc. picked up outside the cabana.
- ☐ Kitchenette thoroughly cleaned. Microwave, refrigerator, range and counters cleaned inside & out. All leftover food items must be removed.
- ☐ Furniture in Fireside Room returned to its original placement and condition.
- ☐ All chairs stacked neatly and stored in the alcove.
- ☐ All tables wiped clean and arranged neatly.
- ☐ Floors vacuumed and swept. A vacuum cleaner and broom are located in the storage closet adjacent to the shower room.
- ☐ Restrooms left in clean and sanitary condition. (Please make sure toilets are flushed!)
- ☐ Any decorations used must be removed. **DO NOT USE TACKS OR NAILS PLEASE!**
- ☐ If fireplace is used, fire extinguished and fireplace thoroughly cleaned, damper closed.
- ☐ All windows and doors closed and locked.
- ☐ Thermostats turned down to the lowest position.
- ☐ All lights turned off except for the front door light controlled by a motion sensor.

Please keep the following rules in mind when using the Cabana:

1. Times of use are from 8:00 a.m. to 10:00 p.m.
2. No smoking is allowed in the building.
3. No one under the age of 16 is allowed in the cabana without an adult.
4. Guests must be accompanied by an adult resident and may not be left unattended.
5. Pets are not allowed in the cabana at any time.