

Hawthorne at Lely Resort

Clubhouse Reservation Form

Date: _____ **Email** _____

Name: _____

Address: _____

Phone # _____ **Owner** _____ **Renter** _____

Date of Party: _____

There is a \$100.00 Security Deposit

Make check out to Hawthorne at Lely Resort Condominium Association

Security deposit will be held until Club House is inspected to ensure no damage or cleaning of carpet for spills.

Reserved for the hours:

From: _____ am/pm To: _____ am/pm

(Please allow for additional time for your decorations, placement of food, drinks, etc)

Owner(s) or Tenant reserving the Clubhouse must attend.

Clubhouse capacity is limited to 80 people.

Please fill out the application form; sign the attached rules and regulations sheet; then mail all forms and check to:

Hawthorne Clubhouse Reservations
C/O Directors Choice, LLC
3784 Progress Avenue, #107
Naples, FL 34104

If you have any questions please feel free to call Directors Choice, LLC @
239-877-7457 M-F 9 AM to 5 PM.

Hawthorne at Lely Resort Condominium Association

Rules for Clubhouse Private Parties

1. All trash must be placed in garbage bags and placed in trash bins provided at the side of the club house.
2. Clubhouse tables and chairs are to be returned to an orderly fashion at the end of the event and **replaced in the same location that you found them.**
3. Air conditioning must be re-set to 80 degrees if it is changed.
4. All dishes and glassware must be placed in dishwasher and run at the end of your function. All dishes and glassware are provided for your use. Please return to empty the dishwasher no later than the next day after your event.
5. Reserving the clubhouse does not preclude others from using the pool/spa/fitness, **restrooms or outside barbecue areas.**
6. Please notify the management company of any spills on the carpet or damage within the club house.
7. The kitchen sink, dishwasher, microwave, counter top ice-maker and the counters and tables are to be cleaned if used.
8. Please do not leave leftover foods in the refrigerator.
9. Please print or copy the attached posting notice and place at the three following locations: **on the bulletin board by the mail box as well as the front door (inside) facing the street, the door facing the pool (inside) using scotch tape** indicating the time and date of your function. DO NOT use thumbtacks or tape to attach anything to the walls of the building.
10. There will be no reservations for the following days:

New Years Eve and New Years
Day Super Bowl Sunday

4th of July
Thanksgiving Day

The Clubhouse on these days will be available to all residents and guests.

****THE CLUBHOUSE IS FOR EVERYONE'S ENJOYMENT. WE HOPE YOU WILL ENJOY ALL THE AMMENITIES THAT HAWTHORNE AT LELY RESORT CONDOMINIUM ASSOCIATION OFFERS. ENJOY YOUR PARTY****

I have read and agree to the above listed rules.

Signature of Member (owner) or Renter please indicate Unit # _____ Owner _____ Tenant _____

Please return this form along with the Clubhouse Reservation Form

Clubhouse Door and Bulletin Board copy
Please post two weeks prior to event

Hawthorne at Lely Resort
C/O Directors Choice, LLC
3784 Progress Avenue, #107 - Naples, FL 34104
(239) 877-7457

Clubhouse Reservation Notice

The Clubhouse is reserved for: **DAY** _____ **DATE** _____

TIME: **Beginning** _____ **a.m./p.m.** **Ending** _____ **a.m./p.m.**

Requested by: **NAME** _____

(Please print name)

BLDG # _____ **UNIT #** _____

NUMBER OF GUESTS _____

(Clubhouse capacity is limited to 80 persons)

PHONE # _____ **(Cell) #** _____