

**BAILEY RANCH ESTATES HOMEOWNERS ASSOCIATION  
CLUBHOUSE RESERVATION PROCEDURES**

These procedures are for the benefit and protection of all members and guests of Bailey Ranch Estates. They have been established to assure fair and consistent use of the Clubhouse.

**Warning: Any Vehicles blocking  
driveways or mailboxes will be towed.**

CLUBHOUSE RESERVATION PROCEDURES

NORMAL CLUBHOUSE HOURS 10:00 AM TO 10:00 PM

1. "On Season" shall mean Memorial Day through Labor Day. "Off Season" shall mean the day after Labor Day through the day before Memorial Day.
  2. Only BREHOA HOMEOWNERS (Members) in good standing may reserve the Clubhouse. Reservations may be made up to three (3) months in advance by contacting the Clubhouse Chairman Vickey Maroon at 918-978-2407 to verify the availability of the date and time. Please do not call before 9:00 AM. Inquires may also be made by emailing baileyranchhoa@yahoo.com.
- The Clubhouse will officially be reserved upon receipt of a completed Reservation Packet. The fee to rent the clubhouse is \$10.00 per hour with a minimum time of three (3) hours plus cleaning deposit of \$75.00. Check made out to Bailey Ranch Homeowners Association. Checks are not processed until the event. The reservation becomes official when the association has received your completed Clubhouse Reservation Packet, rental fee and deposit. Check and packet due 1-2 weeks prior to reservation date.
3. The Clubhouse may be reserved for a minimum of 3 hours and no longer than 4 hours for any event during pool season.
  4. The Association reserves the right to grant or deny reservation of the Clubhouse. In scheduling the use of the Clubhouse, Association functions shall take precedence over private parties.
  5. The Clubhouse may be reserved by BREHOA Homeowners (Members) for private parties only. MEMBERS MUST BE PRESENT FOR THE DURATION OF THE EVENT. Parties must be by invitation only and not open to all comers. Occupancy may not exceed 60 persons in the Clubhouse at any one time including the Members reserving the facility.
  6. Reservations must be cancelled at least 24 hours prior to the scheduled event. Cancellations subsequent to that or "no-shows" will result in the loss of your \$75.00 security deposit.

7. Members reserving the clubhouse may use the Pool Area (pool and pool deck) provided that the event takes place during the pool's normal operating hours. Events that take place when the pool is closed (after hours and Off Season) must remain in the Clubhouse during the event.

8. Reservation of the Clubhouse is for the Clubhouse only and does not include exclusive use of the Pool Area.

9. Events may not create an unreasonable annoyance, inconvenience, or nuisance to other Members and their guests using the Pool Area, or unreasonably interfere with surrounding residents' quiet enjoyment of their property. The parking lot may not be used as part of the event other than for guest parking.

10. Under no circumstances may ALCOHOLIC BEVERAGES be served at any event held in the Clubhouse, in the Pool area or on its surrounding grounds.

11. Members reserving the Clubhouse agree to abide by all the terms and conditions in the Reservation Packet.

12. The Member(s) reserving the Clubhouse is responsible for cleaning the Clubhouse after the event per the attached Cleanup Checklist. An inspection will be completed prior to the next scheduled event. If the Clubhouse is in proper order the deposit will be returned, if not, the deposit is forfeit. The Member shall pay for all repairs necessary due to such damage within 30 days of the Board's submission of receipts for such repairs to the Member. The Member's failure to pay for such repairs shall result in revocation of Clubhouse privileges and deactivation of the Member's key. In addition, the BREHA shall have all remedies available at law.

13. Any Member scheduling an event in the Clubhouse shall not

- i) serve beverages that may cause staining of the Clubhouse floor or furniture such as red or purple juices,
- ii) serve alcoholic beverages,
- iii) move Clubhouse furniture outside the Clubhouse at any time,
- iv) use tacks, nails, staples, tape, or other items that may damage painted surfaces or sound boards,
- v) remove any items from clubhouse walls
- vi) attach anything to burgundy colored Sound Board and
- vii) use any glitter for crafts or decorations

14. Member must use table covers, either plastic or cloth, for any tables used for the event. The Association furnishes cleaning supplies only: Broom, Mop, Paper Towels, Trash Bags and Liquid Cleaner for the kitchen area.

15. The BREHA is not responsible for any injury or accident involving a Member, guest, or other persons occurring in the Clubhouse or Pool Area. Members are responsible for the actions and conduct of their guests and invitees.

16. The Board may modify these rules and procedures or publish additional rules and procedures as needed.