

# Clubhouse Reservation Packet

Bailey Ranch Estates  
Homeowners'  
Association

**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 10:00AM TO 10PM

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 BREHA Members in good standing may reserve the Clubhouse. Reservations may be made up to three months in advance by contacting [Jacquie Feil 272-2309](tel:272-2309).

The Clubhouse will officially be reserved upon receipt of a completed Reservation Packet and a \$25 rental fee and \$50 refundable deposit. The reservation becomes official when the association has received your completed Clubhouse Reservation Packet and \$75.00. Check and packet due 1-2 weeks prior to reservation date. Check the website for available days.

3. The Clubhouse may be reserved for no longer than 4 hours for any event.
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 Members for private parties only. The sponsoring 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. Check the website for available days.
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 \$25.00 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 alcohol be served at any event held in the Clubhouse or on its 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.

14. No supplies of any kind will be provided by the Association.

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.

**BAILEY RANCH ESTATES HOMEOWNERS ASSOCIATION  
POOL AND CLUBHOUSE RULES AND REGULATIONS**

<http://WWW.BREHOA.COM>

These rules and regulations are for the benefit and protection of all members and guests of Bailey Ranch Estates. They have been established to assure safe and sanitary operation and use of the facilities and adjacent areas, and to provide enjoyable recreation. Failure to comply with any of these rules may be considered sufficient cause for suspension of privileges.

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

**POOL AND CLUBHOUSE RULES AND REGULATIONS**

NORMAL POOL HOURS - 10:00AM TO 10:00PM

The pool will be closed every Monday for maintaince and cleaning.  
There will be 24 hour surveillance of the pool and pool area.

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. The Clubhouse will be closed except during scheduled events.
3. Members are responsible for damage done by themselves, their families and their guests. Any person caught stealing or vandalizing the property will be turned over to the proper authorities and may have their pool privileges suspended. All laws in effect within the State of Oklahoma are applicable on association property as well.
4. The Bailey Ranch Estates Homeowners Association is not responsible for loss or damage to personal belongings or vehicles on the property.
5. Intoxicated or disruptive people will not be permitted in pool area.
6. No pets are allowed on pool property.
7. There shall be **NO SMOKING OR ALCOHOL** permitted in the clubhouse or pool area.
8. Excessive noise from radios, stereos or jukeboxes are prohibited.
9. Climbing on walls or fencing is prohibited.
10. All guests must be accompanied to the facilities by the Member(s). The number of guests is limited to 4 per household. Members are responsible for the conduct of their guests. Residents age 14 – 17 cannot bring a guest to the pool without an adult Member present.
11. All minor children are the responsibility of their parents and not the BREHA. Misconduct may cause the child and/or parents' pool privileges to be suspended.  
No one under age 14 will be permitted in pool unless accompanied by an adult Member. An adult is required to remain with children and is responsible for their safety at all times. An adult is defined as a person age 18 or older

12. SWIM AT YOUR OWN RISK. No lifeguard is provided by the BREHA. The BREHA is not responsible for any injury or accident involving a Member, guest, or other persons occurring in the Clubhouse or Pool Area.
13. The children's' pool gate shall remain closed at all times except when entering or leaving the area. Persons over the age of seven are not permitted in the kiddy pool.
14. Ladders or stairs must be used to enter and exit the pool. NO DIVING IS PERMITTED.
15. The residents and their guests or any other persons agree with the management and/or owners, for and in consideration of the use of the pool, to make no claim against the management and/or owners for loss or damage of life, limb or property.
16. The pool may be closed at any time due to a mechanical breakdown, weather condition, or for any other operational difficulty. Prior notification of pool closing will not necessarily be given.
17. Food is not allowed within 20 feet of the pool. GLASS CONTAINERS ARE NOT ALLOWED IN THE POOL AREA. Beverages are allowed in cans, paper and plastic containers only.
18. A shower is required before entering the water. No swimmers with open wounds or bandages, sores or skin infections, inflamed eyes, nasal or ear infections will be permitted in the pool area.
19. Persons shall not engage in fighting, running, wrestling, pushing, horseplay, and/or any kind of sexual activity in the pool or the pool vicinity.
20. Everyone must vacate the pool when a storm arises.
21. Playing or loitering in the bathhouse is not permitted.
22. Appropriate swimwear is required to be worn in the pool. Swim diapers are required for non-toilet trained children.
23. All trash, including waste paper and cigarettes, should be deposited in trash cans.
24. No wheeled vehicles are permitted in pool area such as bicycles, tricycles, skateboards, mopeds.
25. Floatation devices are permitted only if a responsible and capable person accompanies the wearer of the device while in the water.
26. The main entrance must be locked at all times. Upon entering the pool area, please close the door behind you. Anyone requiring access should have a key. This will deter visitors from other communities from using our facility. Door must not be propped open.
27. Should the pool become contaminated from fecal matter, the county must come out to inspect the pool prior to reopening. The pool cannot reopen until the county sends someone to inspect the pool. It could take 1-5 days to get an inspector out here and the pool would have to remain closed during that time.
28. The Board may modify these Pool and Clubhouse rules or publish additional Pool and Clubhouse rules as needed.

BAILEY RANCH ESTATES HOMEOWNERS ASSOCIATION  
CLUBHOUSE RESERVATION AGREEMENT

**25.00 non refundable fees to rent the clubhouse**

hours 10am-10pm

Name of Homeowner(s)/Host: \_\_\_\_\_  
Address: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Cell Phone \_\_\_\_\_ Email \_\_\_\_\_  
Type of event: (party, family, meeting, selling) \_\_\_\_\_  
Date of Event: \_\_\_\_\_ Time of Event: from \_\_\_\_\_ to \_\_\_\_\_  
Number of people attending: \_\_\_\_\_ adult's \_\_\_\_\_ children (1-13 years)

This reservation agreement must be turned into the clubhouse chairperson when the reservation is made!

The previous reservation deposit of \$50.00 has been changed to a \$25 rent fee and also a \$50 deposit. Please submit two separate checks one for \$25 and one for \$50 will be refundable contingent upon the acceptable condition of the Clubhouse after the event. Please submit a check or money order at least 1 week before reserved time to clubhouse chairperson, payable to **Bailey Ranch Homeowners Association**.

I/We have read, understand, and agree to comply with the "Clubhouse Reservation Procedures" and "Pool and Clubhouse Rules and Regulations". I/We agree to the terms, covenants, and conditions set forth in the Reservation Packet regulating the use of Bailey Ranch Estates Homeowners Association's, Clubhouse and Pool Area including but not limited to the swimming pool, pool area, pool deck, Clubhouse, showers and changing rooms, restrooms, parking lot and all other associated facilities and appurtenances. I/We do hereby agree to indemnify and hold harmless the Bailey Ranch Homeowners Association, it's employees, officers, Board of Directors and shareholders, for any and all physical and/or personal injuries suffered by the myself/ourselves and/or the my/our guests utilizing the aforementioned facilities and/or appurtenances belonging to the Bailey Ranch Homeowners Association.

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

\_\_\_\_\_  
Member's Printed Name  
\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Member's Printed Name  
\_\_\_\_\_  
Signature of Member

Print and deliver the completed Reservation Agreement and accompanying deposit to: Clubhouse Chairperson: Jacquie Feil 272-2309

**BAILEY RANCH ESTATES HOMEOWNERS ASSOCIATION  
CLUBHOUSE EVENT CLEANUP CHECKLIST**

The Association does not provide a cleaning service after each event. Several events may be booked back-to-back in the Clubhouse. Therefore, it will be necessary for the Homeowner(s) to leave the Clubhouse clean and returned to its original condition. Otherwise, you will be responsible for the cost of the additional cleaning service.

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

Name of Homeowner(s)/Host: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Type of event: (party, family, meeting, selling) \_\_\_\_\_

Time of Event: from \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_ Kitchen cabinets and counter tops clean.

\_\_\_\_ Refrigerator clean and empty. Sinks clean. No food or drinks left behind.

\_\_\_\_ Wipe tables clean and if used clean stove, oven off, and burner off.

\_\_\_\_ Tables and chairs returned to their original configuration.

\_\_\_\_ Floors clean. Floor mopped if spills occurred.

\_\_\_\_ Trash removed, liners replaced. Dumpster on east side of clubhouse.

\_\_\_\_ Dirty washcloths or towels placed in plastic bin under countertop.

\_\_\_\_ Thermostat to be set to 80 degrees in summer 65 degrees in winter.

\_\_\_\_ Lights out. Ceiling fans left "ON".(in summer only)

\_\_\_\_ Light switches, on inside, by BOTH French doors and are left in UP position.

\_\_\_\_ Lock and deadbolt Both French doors.

\_\_\_\_ Exit out door by thermostat, **LOCK UNLESS TOLD OTHERWISE.**

Comments:

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Date Inspected: \_\_\_\_\_ Inspector's Signature: \_\_\_\_\_