

## MAINSTREET CLUBHOUSE RESERVATION INFORMATION

1. There is a \$700 deposit **REQUIRED** (cashiers check or money order only) within 30 days of making the reservation. A usage fee will be deducted from deposit. A charge of \$100 per hour for one to three hours of use. A flat fee of \$350 will be charged for any usage over three hours. A refund of the remainder will be returned if there are no damages and the building is left clean.

2. Property Monitor Fee - The charge is \$25 per hour per property monitor. During set up one Property Monitor is required at \$25 per hour. If there are 30 or less people, and no alcohol being over 100 people, requires three Property Monitors. Two Property Monitors are mandatory served, one Property Monitor is required. Thirty (30) - 100 people require two Property Monitors. Whenever there is alcohol being served. The Property Monitors are contracted through MCSA, Inc. and are present to secure the clubhouse Common property. They are NOT here to participate in the function, such as moving furniture, serving food or cleaning the clubhouse, etc. These property monitors are instructed to enforce the MCSA Rules and Regulations set forth by the Board of Directors. **THE BOARD HAS A CONTRACT WITH AN APPROVED PROPERTY MONITORING COMPANY. NO OUTSIDE COMPANY OR POLICE OFFICER(S) MAY BE SUBSTITUTED. PERSONAL CHECKS ARE NOT ACCEPTED FOR PAYMENT. CASHIERS CHECK OR MONEY ORDER ONLY. THE HOMEOWNER IS REQUIRED TO BE PRESENT DURING THE ENTIRE FUNCTION AND AGREES TO SURRENDER I.D. AT BEGINNING OF THE FUNCTION. YOUR I.D. WILL BE RETURNED AT THE END OF FUNCTION.**

3. Tables and Chairs - We have six (6), 6-ft folding tables, four (4) 4-ft folding tables, and approximately 50 chairs. If more are required, that will then become YOUR responsibility. There are several companies that rent tables, chairs, and dance floors to the public.

4. Cancellations must be made at least 48 hours before the function for a refund.

5. There are three floors available for functions. The first floor includes kitchen, great room, foyer and restrooms. Second floor - if the furniture is moved it must be returned to the original position. Third floor is open to the function. No drinks or food can be placed on the pool table.

6. Kitchen/Snackbar has a microwave, toaster oven, refrigerator, ice machine and serving bar.