

Rancho Dominguez Townhomes Association

APPLICATION FOR PRIVATE USE OF ANY PORTION OF RDTA COMMON AREA

The Common Areas of the RDTA complex are for the use and enjoyment of all RDTA owners and tenants. The Common Area is any portion of the RDTA complex outside of the private units. When residents of one specific unit want to use a portion of the RDTA Common Area for a private activity, authorization must be arranged in advance.

Exception is made for very small events. As of September, 2006 the definition of very small event is 5 or less guests. Prior authorization would still be needed if the resident hosting the small event were to desire exclusive use of a portion of the common area.

COMMON AREA USE REQUIREMENTS:

1. Guests must receive personal invitations. Events with open invitations are in violation of the RDTA Bylaws and would result in a fine against the unit owner.
2. Unit owner must add RDTA as an additional insured for the event onto their liability insurance coverage with a \$1,000,000.00 minimum limit (Homeowner's or Landlord's policy).
3. Unit owner must provide a Security Deposit to be held in case of damage in the amount of \$100.00.*(The check will not be cashed unless there is evidence of damage to association property.)
4. Resident accepts responsibility to leave area in same condition as it was at the beginning of the activity.
5. Resident must see that the noise level during the activity is not disturbing other residents.
6. Activities must be scheduled with the Property Manager.
(At least five business days advance notice preferred). I recommend 10 days
7. A copy of the request approval must be available during the activity.

*Deposit does not discharge owner's responsibility for indemnification in the event of damages or other loss.

Unit owner's initials: _____

Resident's initials: _____
(if resident is not the unit owner)

APPLICATION FORM FOR PRIVATE USE OF COMMON AREA APPLICATION

ACTIVITY DESCRIPTION

Name of RDTA unit owner: _____

Name of resident: _____
(if resident is not the unit owner)

RDTA address: _____

Phone #: _____ E-mail: _____

Part of Common Area: _____

Types of activities: _____

_____ Date and time: _____

Number of people participating: Adults _____ Children _____

(If an event for children, please advise the age group: _____)

TO BE COMPLETED IF POOL AREA IS TO BE USED:

Notice to applicant:

Because of the common interest in the community pool, it cannot be used on an exclusive basis. Any activity must include the availability of the pool to residents. The applicant agrees to be responsible for the behavior and safety of any guests invited or otherwise appearing at the function, and any damage caused by them or sustained by them. The Rancho Dominguez Townhomes Association is relieved of any responsibility or liability associated with this activity.

Name of Resident: _____

Property Address: _____

Phone Number(s) & times available: _____

Fax Number: _____ **E-mail:** _____

Date of activity: _____ **Time of usage: from** _____ **to** _____ **(including clean up)**

Number of guests & their approx. ages: _____

Purpose of proposed activity: _____

Notification of approval by Fax Number above or: _____

**OWNER'S AND RESIDENT'S AGREEMENT
TO ACCEPT RESPONSIBILITY AND LIABILITY**

The unit owner and resident agree to the above terms and further agree to be personally and financially responsible for supervision, clean up at the end of the activity, and any damage or injury resulting from the activity.

Resident's signature: _____ Date: _____

Owner's signature: _____ Date: _____
(if resident is not the unit owner)

AUTHORIZATION PROCESS

Golden West Property Management and the Association hope to accommodate these requests; however, some may be declined. Some possible concerns that *could* lead to declination:

- Time and place conflict with an activity scheduled earlier;
- Large party expected to crowd pool area during a popular swim time;
- There are an insufficient number of adults to supervise the number of children in attendance.

Please send your request early, in order to leave time for communications and other measures that could 'clear-up' or 'fix' any concerns. You do not need to wait until the date or specifics are certain before sending the application to Golden West Property Management.

- Initial the Common Area Use Requirements (above).
- Check with your insurance agent.
- Complete and sign the Request Form.
- Sign a check made out to RDTA in the amount of \$100.00.

Mail all pages of this completed and signed application (including the initialed Common Use Area Requirements), a copy of your insurance endorsement naming RDTA as additional insured with a minimum coverage amount of \$1,000,000.00 and your \$100 check (made payable to RDTA) to:

Rancho Dominguez Townhomes Association
c/o Golden West Property Management Inc.
6101 Ball Rd Ste 304
Cypress, CA 90630

You may wish to also call Golden West Property Management at (714) 220-5920 and to subsequently fax the Request Form to (714) 220-9327.