

## PROCEDURE FOR PAVILION RESERVATION

- Request a reservation by email <u>hoa@brookescrossing.com</u>.
- Include requested date and time of event.
- Receive Confirmation from HOA Board Member via reply email.

## RULES

- The HOA will provide the facility in an acceptable condition with a clean garbage bag in can.
- The HOA will provide a private event sign on day of event.
- The resident will be responsible for removing the garbage bag and disposing in your personal trash can at your residence (there is no regular trash pickup at the pavilion).
- The resident is also responsible for turning off all lights and fans upon exit.