

Hidden Valley Community Services Association, Inc.
Clubhouse Rules and Regulations

1. To reserve the clubhouse for functions:
 - a. Call Sentry Management to make reservations: 505-323-7600, ext. 58505. Instructions for obtaining the key to the clubhouse will be provided after reservations are confirmed. Dues must be current to make a reservation.
 - b. Complete and sign the Hidden Valley Clubhouse Reservation Agreement.
 - c. A deposit check of \$100 must be presented to the Management Company. If there is no damage, rules are observed, and cleaning is approved, the check will be held and returned after the event.
 - d. A check for user fee of \$60 (non-refundable) must be presented for a partial day reservation not to exceed 5 hours. A check for user fee of \$75 (non-refundable) must be presented for a full day reservation. No commercial activities are allowed.
 - e. Reserving the clubhouse does **not** reserve the pool area, patio tables and chairs, barbecue grill or courts.
2. Clubhouse hours are from 7 AM until 10 PM.
3. Alcoholic beverages are strictly prohibited for consumption by anyone less than twenty-one years of age.
4. No smoking, including E-Cigarettes, is permitted in the clubhouse. This is in accordance with the City of Albuquerque ordinance and the State of New Mexico Statutes.
5. The adult member-host must be present for all clubhouse functions. Children or youth under the age of 18 must be supervised by an adult throughout the function.
6. Guests MUST be advised to park in the Clubhouse Parking Lot. Vehicles parked along Green Valley Road or in front of residences are subject to towing without notice.
7. Exterior doors must not be propped open, nor the thermostat ever reset.
8. Due to Fire Code restrictions, a maximum of 52 people may occupy the clubhouse at any given time.
9. No wet swimsuits or clothing are allowed on upholstered furniture. Clubhouse furniture may not be removed for use in the outside area.
10. Pets are not permitted in the clubhouse.
11. Music must be kept at a level that does not disturb others.
12. To avoid damaging walls, decorations must not be attached to walls with tape or nails.
13. Trash must be removed the same day as the function and placed in the designated trash area. Lock all doors. Turn off all lights. After the clubhouse is cleaned, the key must be returned according to instructions. The Cleaning Requirements Checklist is posted on the wall of the kitchen. It is also attached to the Hidden Valley Clubhouse Reservation Agreement. The checklist will be used to determine whether the \$100 deposit will be returned.