



La Costa Hills

3475 Caminito Sierra
Carlsbad, CA 92009
Phone 858.748.7656
Fax 858.748.9417
mckenziemurrey@ebmc.com

Reservation Policy for La Costa Hills Clubhouse - Main Room

1. An application must be completed and sent to the La Costa Hills HOA no less than seven (7) days before the event. Along with an application, a \$250.00 refundable check needs to be sent payable to La Costa Hills Homeowners Association. The entire deposit will be returned providing all Clubhouse Rules & Regulations are followed and Association property is not damaged. Please note the following additional rules for renting the Clubhouse facility:
 - The homeowner may rent the Clubhouse area only. This does not include the pool.
 - The event must end and the Clubhouse must be cleaned by 10:00 p.m (Sun-Th) & 11:00 p.m (Fri-Sat).
 - All guests must park off the Association's property. Please remind your guests of the parking policies. Guest vehicles parked in violation of the Association's parking policy may be towed at the owner's expense.
 - There is no glass allowed in the pool. Only plastic containers and cans are allowed.
2. La Costa Hills HOA will contact the homeowner and arrange a time to walkthrough the facility at least one (1) day prior to the event.
3. After the event, La Costa Hills HOA will walk the clubhouse and the surrounding area noting any deficiencies, which may result in the forfeiture of the deposit.
5. La Costa Hills HOA will advise the homeowner of the amount of the deposit to be returned. All disputes are to be submitted in writing to the Board of Directors and will be addressed at the monthly board meeting.

*****Please return this form to La Costa Hills HOA*****



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CLUBHOUSE RENTAL APPLICATION

Name: _____ Unit #: _____

Address: _____

Home Phone: _____ Work Phone: _____

Date Reserved: _____ Start Time: _____ End Time: _____

Type of Event: _____ Number of Guests: _____

Is the event to be catered? _____ Name of caterer: _____

Caterer Phone: _____ Type of Entertainment: _____

Please enclose one (1) check made payable to La Costa Hills Homeowners Association in the amount of \$250.00 which is refundable providing you have followed all Clubhouse Rules & Regulations and satisfactorily cleaned the facilities after your event. Contingent upon the Association's inspection, you may receive your \$250.00 security deposit check by mail approximately seven (7) to fourteen (14) days after your event.

Today's Date: _____

Member's Signature

Association Approval

PLEASE NOTE:

Any off-site vendor (i.e. cater) must name the association as additionally insured on their insurance policy. An insurance certificate naming La Costa Hills HOA, 3475 Caminito Sierra, Carlsbad, California 92009 as additional insured is required prior to your event.

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