

NEWPORT

Community Room Usage Agreement

THE NEW PROPERTY OWNER'S ASSOCIATION OF NEWPORT, INC. (NPOAN) BOARD OF DIRECTORS HAS ADOPTED THE FOLLOWING RULES GOVENING THE USE OF THE COMMUNITY ROOM. The Community Room is available for group usage and may be used by residents of NPOAN or any outside organizations. The Rules and Regulations of the Community Room SHALL be observed at all times.

- I. Any member of NPOAN, provided they are at least 21 years of age, and all maintenance fees due to the association are current may use the Community Room for group events upon approval. Members using the Community Room shall be present at all times during the function.
- II. The user will be responsible and accountable for payment of any repairs needed for damages caused to the Community Room or surrounding facilities during the usage period.
- III. All trash and debris must be removed from the Community Room upon the conclusion of the function.
- IV. The User agrees to indemnify and hold the Association, its agents, employees, officers, and directors harmless from and against all injuries, losses and/or damages sustained by any person, whether associated with the usage or not, arising directly or indirectly out of or related to the use of the Community Room, including any claims based upon the alleged negligence of the Association, its agents, employees, officers, or directors.
- V. All of the Community Room Rules (attached) shall be followed throughout the rental period.

THE NEW PROPERTY OWNER'S ASSOCIATION OF NEWPORT, INC. d/b/a
NEWPORT PROPERTY OWNER'S ASSOICATION
COMMUNITY ROOM RULES
Revised Effective March 6, 2019

1. Any member of NPOA, provided they are at least 21 years of age, and all maintenance fees due to the association are current may use the community room for group events upon approval.
2. Members using the community room shall be present at all times during the function.
3. The user will be responsible for ensuring compliance with all laws enacted by the state of Texas, and reasonable conduct of their guests in the community room including the surrounding facilities. The user will be responsible for notifying the Harris county sheriff's office should the above not occur. If the sheriff's office should be notified, the function will be discontinued by the board of directors or management.
4. User may use the room for a period of time not to exceed four (4) hours 8 a.m. to Noon
OR 1 p.m. to 5 p.m.
5. All trash and debris must be removed from the community room upon the conclusion of the function.
6. User shall have the option of bringing in food for the event or purchasing food from Stonebridge Golf Club.
7. **No alcoholic beverage may be brought into the premises.** Alcoholic beverages may be served only if such is purchased from and served by Stonebridge Golf Club.
8. The cost for Newport resident in good standing to rent the room shall be \$175 plus a \$100 refundable cleaning/damage deposit. For group events in excess of 25 guests, management shall have the right to request a larger deposit. Food and/or beverage is not included in the room rental. In the event trash and debris is not removed from the community room at the conclusion of your event and tables and chairs are not returned to storage you may forfeit all or a portion of your cleaning/damage deposit.

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9. A non-refundable deposit of \$50 is required upon execution of the rental agreement. The balance of the rental plus the cost of food and beverage, if any, is payable in full at least two (2) weeks prior to your scheduled event. Food and beverage charges are subject to sales tax and gratuity.
10. **Organizations outside Newport residents shall a pay a room rental dependent upon the type of event, provided, however that in no event shall the rate be lower than \$300 plus damage deposit and cleaning fee.**
11. Management reserves the right to require security at any event. If security deposit is required, user shall pay the cost of security.
12. The User agrees to indemnify and hold the Association, its agents, employees, officers, and directors harmless from and against all injuries, losses and/or damages sustained by any person, whether associated with the usage or not, arising directly or indirectly out of or related to the use of the Community Room, including any claims based upon the alleged negligence of the Association, its agents, employees, officers, or directors.

For additional information contact:
Newport Property Owner's Association
2102 Country Club Drive
Crosby, TX 77532
(281) 462-4199

Addendum to NPOA Community Room Rules
for Group Events

1. Request for group parties must be made at least one week in advance of the requested date.
2. Request must contain the date, time and type of party or get together.
3. Request must contain the number or invited guest.
4. In addition to the room rental, a cleaning/damage deposit in the minimum amount of \$100 shall be charged by the Association. If there is no damage to the Community Room or related facilities and the area is clean and all trash is bagged and placed in receptacles and tables and chairs returned to storage the deposit shall be returned to the member. In the event trash and debris is not removed from the community room at the conclusion of your event and tables and chairs are not returned to storage, you may forfeit all or a portion of your cleaning/damage deposit.
5. Each request must be approved by the Community Manager.
6. Parties of 20 or more may be required to pay for the cost of a special sheriff deputy on site during the party at the rate of \$45 per hour per deputy ("Security fee") for the number of hours requested for the party. This is for the safety of the individuals attending. Depending on the number of attendees, NPOA shall have the right to require more than one sheriff deputy. Events with the use of alcohol, regardless of the number in attendance, are subject to a minimum of two deputies.
7. Security fees are not refundable.
8. If, in the opinion of the security officers, party members/guest becomes too rowdy, the officers have the authority to escort the offenders off the premises.
9. If there is any fighting or any kind of disturbance at the party, the security officers have been instructed to shut the party down and escort all party members off the premises.
10. ALL ATTENDEES MUST OBEY THE COMMUNITY ROOM RULES.

Newport POA
2102 Country Club Drive
Crosby, Texas 77532
(281) 462-4199
receptionist@newportpoa.com

EVENT DATE: _____

I have read and understand this Agreement and agree to abide by the Community Room Rules. I agree to accept liability for all damages to property occurring during the function and hereby release NPOA and their employees, directors and volunteers from liability resulting in injury, accident or illness to member or guests which may occur during my scheduled event.

Printed Name: _____

Member Signature: _____

Address: _____

Contact Numbers:

Home: _____ Cell: _____ Work: _____

Email Address: _____

Newport POA Account #: _____

Driver's License #: _____ Number of Guest: _____

Type of Event: _____ Date/Time of Event: _____

\$175 to rent Community Room ½ day OR \$350 Full Day

_____ 8 a.m. to Noon OR _____ 1 p.m. to 5 p.m. OR... ALL DAY: _____

*****TO BE COMPLETED BY MANAGEMENT*****

Deposit \$ _____ Date Rec: _____ Cash ____ Check # ____ Credit Card: T _____ B _____

Security Fee \$ _____ Date Rec: _____ Cash ____ Check # ____ Credit Card: T _____ B _____

Balance Due \$ _____

APPROVED: _____

MANAGER



Alcoholic Beverage Policy

It is a violation of the Laws of the State of Texas to bring alcoholic beverages, of any kind, on to the property of a business that has a Mixed Beverage Liquor License. Those who do bring an alcoholic beverage on to the property can be fined, and Stonebridge at Newport can be fined and could lose their liquor license.

Therefore, if you or your guests are found to have liquor, other than liquor purchased from Stonebridge at Newport, it will be your responsibility to immediately remedy the situation. If the problem is not eliminated immediately, we will have no other choice than to terminate the event at that time.

Stonebridge at Newport property includes all public rooms, all dressing rooms, restrooms, the fitness center, the golf course, driving range, putting and chipping greens, and the parking lot.

We want your guests to have a good time and most of all we want you to have a wonderful event with lifetime memories, but we can not afford to lose our liquor license. This policy will be strictly enforced.

I understand it is my responsibility to assure my guests follow this policy, and I understand my event can be terminated if they do not.

Signature of responsible party _____

Printed name of responsible party _____

Date _____

Signature of Representative of Stonebridge at Newport _____

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