

GLENHURST HOA PAVILION RESERVATION/USAGE POLICY

PURPOSE: This policy defines the procedure for reserving the Pavilion/Picnic area located directly north of the Glenhurst Pond located near NW 120th Street. In addition, it identifies the responsibilities/obligations of those using these facilities.

PROCESS: The Pavilion and surrounding grounds are available for use by residents of the Glenhurst Additions including Glenhurst Villas.

1. To reserve the Pavilion you can contact the HOA Board President at least one week prior to the date being requested. His/her name can be found on the Glenhurst website, glenhurstokc.com. Reservations can also be made by sending an e-mail to glenhursthoa@gmail.com. Please include "Pavilion Reservation" in the Subject Line.
2. The information below should be included as part of your request:
 - a. Requesting residents name, address, and phone number.
 - b. Reservation date(s) requested to include estimated start and conclusion times.
 - c. Approximate number of people attending.
3. Reservations will be based on a "first come – first serve" basis. A reserved sign will be placed at the Pavilion on the date of the reservation.

RULES:

1. Usage/activities should not begin prior to 9:00 AM and must be completed by dusk.
2. Those using the facility ARE responsible for picking up all trash and "policing" the grounds overall. It is the responsibility of the users to dispose of trash. Remember, the Pavilion is for all Glenhurst residents and we want it to be clean and ready for use by all.
3. Be conscious of those residents who live in the properties adjacent to and across the street from the Pavilion. Keep noise to reasonable level.

THANK YOU