

WINDSONG CLUBHOUSE  
 18150 Holly Forest  
 Houston, Texas 77084  
 PHONE (281) 550-7996

## FACILITY USE APPLICATION/AGREEMENT

Name:	Date of Event:
Address:	Phone:
Email Address:	
Type of Function:	Estimated Attendance:

NOTE: Maximum capacity 170. Applicant is responsible for ensuring the maximum is not exceeded:

\*\*\*\*\*

## FEES / DEPOSIT

Rental hours of the Windsong Clubhouse is from 10am the date of your event until 10pm. All Keys must be returned and the clubhouse completely empty and clean no later than the end of your event or you will forfeit your deposit. ONLY Windsong residents can rent the facility and their information must be listed as the renter for the clubhouse (ID Verification must be provided).

Rental fee and deposit fee is due upon receipt of paperwork and will hold your date for your event.

**RENTAL FEE: \$225.00 DEPOSIT FEE(refundable): \$250.00**

Only Check or Money Order will be accepted (NO CASH)

Please make checks payable to:

Windsong Community Improvement Association or WCIA

\*\*\*\*\*

## ACKNOWLEDGEMENT

The undersigned hereby makes application to the Windsong Community for use of facilities described above and certifies that the information in the application is correct. The undersigned agrees to exercise the utmost care in the use of the premises and property. The applicant agrees to adhere to all rules and conditions on the rules and regulations governing the rental and use of the Clubhouse. I acknowledge that I have received, read and hereby agree to comply with all the terms and conditions.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Windsong Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

*To Be Completed by Windsong Clubhouse Manager:*

Rental Amount \$225 Received: \_\_\_\_\_ Check # \_\_\_\_\_ or \_\_\_\_\_ Money Order  
 Deposit Amount \$250 Received: \_\_\_\_\_ Check # \_\_\_\_\_ or \_\_\_\_\_ Money Order  
 Copies of paperwork provided to applicant: \_\_\_\_\_ Yes  
 Date blocked on Events Calendar: \_\_\_\_\_ Yes