

# Application for Temporary Use of Clubhouse and Recreational Facilities

This application should be completed by a unit owner who has a guest who will live at the unit owner's Pondsides residence and on whose behalf a unit owner is requesting temporary use of Clubhouse facilities (including exercise machines), pool and tennis court facilities in the unit owner's absence.

The Pondsides Homeowners Association reserves the right to deny any such application for whatever reason it deems appropriate.

Should this application be approved, it shall be approved with the following conditions:

- Only unit owners may complete this application.
- Guests shall observe all community rules and regulations.
- There is a limit of two adult guests per application. Unlike unit owners, such guests shall not be entitled to invite other guests to use these HOA facilities, and guests may not use the Clubhouse for private parties or other events.
- Unit owners are responsible for the conduct of the person(s) on whose behalf this application is made and shall assume all liabilities with respect to fines for violations of community rules and damage to HOA and condominium property.
- An application, if approved, shall be approved for up to a 21 day period commencing on the first day of a guests temporary residence at Pondsides. Longer periods will be considered on a case by case basis.
- Unit owners are responsible for providing guests with an access clicker and/or access card, and shall promptly report any access card or clicker that is not returned to the unit owner to the Property Manager.

Unit owner: \_\_\_\_\_ Home tel#: \_\_\_\_\_

Unit number: \_\_\_\_\_

Guest will stay in above unit in the owner's absence from: \_\_\_\_\_ to \_\_\_\_\_

Emergency contact (to be called in your absence) : \_\_\_\_\_ Contact tel#: \_\_\_\_\_

Guest name(s): (maximum of two adults) : \_\_\_\_\_

Guest home address: \_\_\_\_\_

Guest telephone #: \_\_\_\_\_

Guest automobile: Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

Color \_\_\_\_\_ License Plate # \_\_\_\_\_

Unit owner signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fax (914-686-3391) or mail this application to: Westchester Property Management Group, Attn: Barbara Schmidt  
280 No. Central Ave., Harstdale, NY 10530