

# WOODLEA MANOR CONSERVANCY

*c/o TWC ASSOCIATION MANAGEMENT*

**12110 Sunset Hills Road, Suite 60**

**Reston, VA 20190**

**(703) 437-5800 (703) 471-6578 (fax)**

**twcmanage@aol.com**

## **RULES FOR POOL PARTIES**

1. Reservations must be made at least two weeks in advance by contacting  
TWC Association Management  
12110 Sunset Hills Road, Suite 60  
Reston, Virginia 20190  
(703) 437-5800
2. The pool is available for private parties from closing time (8:00 p.m.) until midnight on normal operating days and until 1:00 a.m. on Fridays and Saturdays.
3. The fee for use of the pool, locker rooms and clubhouse is \$250.00 **plus** the hourly fee for lifeguards. A minimum of four guards must be present at each pool party, and one of them must be a certified pool operator.
4. Only lifeguards employed by the current pool management company may be hired for pool parties. The member renting the facility must make arrangements for lifeguards directly with the pool management company, and payment for their services is due in advance. A paid receipt must be presented to the TWC Association Management prior to the pre-event inspection.
5. A refundable security deposit of \$400.00 for damages and cleanup is required. The security deposit is due at the time of the reservation. If the event is canceled with less than 72 hours notice, \$50.00 of the deposit will be forfeited, except in cases of inclement weather.
6. Pool parties are limited to 100 persons.
7. No live music is allowed. All radios and recorded music must be kept at a reasonable volume so that the neighboring homeowners are not disturbed.
8. In the event of bad weather and party cancellation, the Conservancy will work with renter to schedule an alternate date at no additional charge.
9. You must be a Woodlea Manor homeowner in order to rent the facilities, and you must be present for the entire event. The Association reserves the right to refuse rental of the facilities at any time.
10. The rules for clubhouse rental apply to pool parties. The published pool rules also apply to private pool parties.
11. In the event of rowdy or inappropriate behavior in the clubhouse or on the recreational facilities grounds, the Board of Trustees reserves the right to terminate a private event.

### **AGREED:**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Date*

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**POOL RENTAL REQUEST**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email \_\_\_\_\_

Phone Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Date Requested (Month) \_\_\_\_\_ (Day) \_\_\_\_\_ (Year) \_\_\_\_\_

Hours: (From) \_\_\_\_\_ am/pm (To) \_\_\_\_\_ am/pm

Number of Persons Attending: \_\_\_\_\_

Type of Function or Activity: \_\_\_\_\_

Deposit: \$400.00 \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Rent Check Received:**

Date	Amount
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**Security Deposit Received:**

Date	Amount
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**Premises Inspected:**

Date	By
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**Security Deposit Refunded**

Date	Amount	Check No.
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