

REQUIREMENTS FOR RETURN OF DEPOSIT

BEFORE EVENT:

____ THE CLUBHOUSE HAS BEEN FRESHLY PAINTED. DO NOT BY ANY MEANS AFFIX ANYTHING TO THE WALLS. IF YOU SEE EVIDENCE OF SUCH, NOTIFY A BOARD MEMBER BEFORE YOUR EVENT TO AVOID COST OF RESTORATION.

____ REMOVE AND FOLD THE GREEN TABLE COVERS AND HANG THEM OVER THE RACK IN THE HALL

____ FIREPLACE IS OPERATED BY REMOTE ONLY; NO MATCHES NECESSARY

AFTER EVENT:

____ TRASH: REMOVE FROM CLUBHOUSE (3 BATHS AND KITCHEN), REPLACE BAGS, AND DEPOSIT IN CONTAINERS OUTSIDE UNDER THE KITCHEN WINDOW. OVERFLOW MUST BE TAKEN HOME.

____ KITCHEN: COUNTERS AND SINK CLEAN
REFRIGERATOR EMPTY EXCEPT FOR WATER AND CONDIMENTS; SHELVES
INSIDE WIPED CLEAN

____ FURNITURE: CHECK UNDER CUSHIONS FOR CRUMBS (AND COINS); RETURN TO ORIGINAL POSITION AS SHOWN ON DIAGRAM IN KITCHEN

____ FLOORS: USE VACUUM (STORED IN KITCHEN) ON RUGS; TILE FLOORS (KITCHEN AND GREAT ROOM, NOT BATHS) MUST BE WET MOPPED

____ OUTSIDE: CLEAN ANY SPILLS AND REMOVE CIGARETTE BUTTS FROM FRONT PORCH
REMOVE DECORATIONS OR DEBRIS FROM PARKING LOT

____ THERMOSTAT: RETURN TO 82 (SUMMER) OR 62 (WINTER)

____ FIREPLACE: USE REMOTE TO TURN OFF

____ LIGHTS & FAN: TURN ALL INSIDE ONES OFF (BATHROOMS, TOO)

WHEN LOCKING UP, PASS KEY CARD OVER KEY PANEL OUTSIDE AND THEN HOLD DOOR HANDLE SNUG UNTIL SOFT CLICK IS HEARD.

RESPONSIBLE PARTY WILL KINDLY INITIAL THE ELEVEN SPACES PROVIDED AND RETURN IT WITH THE ELECTRONIC KEY.

IF THE CLUBHOUSE WAS NOT IN THIS CONDITION FOR YOU, PLEASE ENCLOSE NOTE WITH SPECIFICS.

WE ARE HAPPY TO PROVIDE THIS FACILITY FOR EAST PARK HOMEOWNERS TO ENJOY, AND WOULD APPRECIATE ANY COMMENTS OR SUGGESTIONS YOU HAVE.

REPRESENTING THE BOARD: B J WISLAR 770 578-9872