## **Reserve at Cypress Creek Pool Reservation Request Form**

## **Primary Requirements:**

- 1. Residents must make reservations a minimum of 2 weeks in advance to allow for posting advanced notification for other residents.
- 2. Pool may only be reserved for a maximum of 4 hours. Maximum \$200 Rental Fee
  - a. Fee: Minimum \$100 for 2 hours
  - b. Fee: \$50 for each additional hour
  - c. **\$200 Refundable Deposit (Separate Check)** Note: The Pool Committee will inspect the pool area and facility directly after the end of the event. The deposit will be returned if the pool area and facility is returned to the condition it was before the event occurred.
- **3.** Pool Reservations are not allowed during the following significant weekend holidays. Good Friday, Easter, Memorial Day, Mother's Day, Father's Day, July 4<sup>th</sup>, and Labor Day
- 4. All applicable Pool Rules shall be followed. (Ex. No alcohol)
- 5. Two reservations per week are allowed, but not two consecutive days during a weekend.
- 6. Reservations are on a first come, first served basis.

## **Required Information:**

Number of hours requested (Maximum 4): \_\_\_\_\_

Date: \_\_\_\_\_\_ Time: \_\_\_\_\_to\_\_\_\_\_

Date: \_\_\_\_\_\_ to\_\_\_\_\_\_

Number of Adults\_\_\_\_\_ Number of Children \_\_\_\_\_

Contact Information:

Name of Homeowner renting the pool: \_\_\_\_\_\_

Homeowner Street Address: \_\_\_\_\_\_

Contact Phone Number(s) \_\_\_\_\_\_

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

Please describe event or type of party: \_\_\_\_\_\_

**INSTRUCTIONS**: Please complete this form and either mail it to the address shown below or scan into a PDF formatted file, then email the completed form to: <a href="mailto:reserveatcypresscreek@yahoo.com">reserveatcypresscreek@yahoo.com</a> For Mail send to the following address: The RACC Community Association,

15215 Springhill Bend Lane, Cypress, TX 77429. Attention: Pool Rental

Notification of approval or request for additional information will be sent to the requestor via email. Upon approval, please submit 2 separate checks via direction received in the email notification. The standard receipt is expected 2 weeks in advance of the event. This action confirms commitment resulting in the posting of a reservation notice on the pool gate.

Office Use: Fee Check Receipt Date \_\_\_\_\_\_ 2. Refundable deposit (\$200 separate check) \_\_\_\_\_\_ Updated: March 2025 per community agreement in 2024