



THE PRESERVE OWNER'S ASSOCIATION

Application for Community Event *

REQUESTED BY (name): _____

☒ Contact Information for individual making request: _____

☒ Is this for or on behalf of a committee within The Preserve? YES NO

- If yes, name of the Committee: _____

NAME OF PROPOSED COMMUNITY EVENT: _____

DATE(S) AND TIMES OF PROPOSED COMMUNITY EVENT: _____

FACILITIES TO BE USED FOR THE PROPOSED COMMUNITY EVENT:

Founders Park Heritage Park Memorial Park Town Hall Village Green Other

PURPOSE OF PROPOSED COMMUNITY EVENT: _____

WILL THIS EVENT BE EXCLUSIVE TO PRESERVE RESIDENTS ONLY: YES NO

☒ If no**, state who all this event will be opened up to and projected number of attendees: _____

- How will parking and traffic flow be handled and kept in control to a manner in which will not hinder Preserve Residents ingress and egress from the neighborhood? _____

Please return completed form to kdavenport@mckaymanagement.com for review. Processing time may vary, but a minimum of seven (7) business days should be expected.

All events, whether community or otherwise, must follow the cleaning check list and all rules and regulations of renting any facility must be observed. If after a community event, or any event where the rental fee is waived, it is found that the facility was not left clean or any rules and/or regulations were not followed, future requests are subject to the standard rental fee and deposit or denial of any such request.

*All proposed community events for The Preserve must be submitted and approved in writing each year and a minimum of thirty (30) days prior to the date of the requested event(s). **All proposed community events that are not exclusively for Preserve Residents Only are subject to a rental fee plus deposit.