

SADDLEBROOKE HOMEOWNERS' ASSOCIATION #1
64500 E. SaddleBrooke Blvd.
Tucson, AZ 85739
BOOKING CONFIRMATION FOR SB1 Rooms
NO OUTSIDE FOOD/BEVERAGES PERMITTED

Activity/Event: **On Going Education Class**

Your event(s) are confirmed on the following date(s): **3rd Thursday of each month 2018 – January thru May, September and October (no availability November or December)**

Name of Sponsoring Organization or Individual: SB Genealogy Club

Name of Contact Person: Gloria Quigg

Contact Person's Address: 37992 S. Stone Ridge Dr. Tucson, AZ 85739

Phone No: 818-2115

*E-Mail: g14maz@centurylink.net

*Alternate Contact:

*Phone:

*E-Mail:

Room(s): **Coyote South**

Room Charge: 10% of class revenue

Event start time(s): 1:00 pm

Event end time: 3:00 pm

Food & Beverage: None

Food & Beverage Charge: TBD

Special Set-up Requirements: Card table set up

Special Equipment Needed: Screen, projector, ext. cord, power strip

Today's Date: December 14, 2017

Any request or deviation from the dates listed above must be submitted in writing and approved in writing by HOA#1. Groups must notify the clubhouse if they will not be using any/all of the contracted dates. SBHOA#1 will not provide any advertising nor will flyers/ads, etc., be permitted in the Activity Center or environs. **It is understood that in the case of commercial offerings, attendance must be limited to SaddleBrooke residents only.** SBHOA#1 reserves the right to relocate this group's use of a facility or room upon reasonable notice to the group, as deemed necessary to fulfill HOA#1's operational demands.

On weekends and holidays, or after 3:00 pm when staff is not present, no set-ups are made. It is the responsibility of the group or individual scheduling the Activity Center to clean up from the event and remove all trash from the building.

The group's continued use of this space past the above date(s) is not guaranteed. Any extension of this booking confirmation is done solely at the discretion of HOA#1. **It is the responsibility of the group or individual scheduling a room or building within the Association to make certain that all attendees are parking in common area parking lots and not on the adjacent streets.**

NOTE: EVENT IS **NOT** CONFIRMED UNTIL THIS SIGNED FORM IS RETURNED TO THE SADDLEBROOKE HOA #1 CLUBHOUSE WITH A CHECK, IF APPLICABLE.

*Alternate contact required.

Signature of Contact/Sponsor: _____ Date: _____