

**ONE OCEAN PLACE  
OWNERS' LOUNGE RESERVATIONS FORM**

OWNER NAME: \_\_\_\_\_ UNIT # \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: BEGIN: \_\_\_\_\_ END: \_\_\_\_\_

NUMBER ATTENDING: \_\_\_\_\_ (MAXIMUM 50)

DEPOSIT: \$300.00 cleaning and security (Refundable)

Checks payable: One Ocean Place Homeowners, Inc.  
605 Briarwood Drive, Suite C  
Myrtle Beach, SC 29572-6734

All supplies, to include paper products, plates, cups, napkins, coffee, filters, etc., are to be provided by the party reserving the lounge. Supplies at the lounge are not to be used by private parties.

I have read and understand the Owners' Lounge Rules. I will clean the Owners' Lounge and have it ready for inspection by 10:00 a.m. the following day. If not cleaned properly, I will forfeit \$100.00 of my security deposit to have this cleaning done. I will also be responsible for any damage done to the Owners' Lounge or its facilities. If the damage exceeds the \$300.00 deposit, I understand that it will be my responsibility.

**Exclusive use of the swimming pool is not included in the Owners' Lounge Reservation.**

SIGNED: \_\_\_\_\_

REVIEWED BY AND APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

OWNERS' LOUNGE INSPECTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

AMOUNT OF SECURITY DEPOSIT RETURNED: \_\_\_\_\_ DATE: \_\_\_\_\_

## **One Ocean Place - Owners' Lounge - Rules and Regulations**

The One Ocean Place Owners' Lounge is available to One Ocean Place owners only. The following rules and guidelines for the lounge will be strictly enforced and adhered to by all owners of the One Ocean Place Homeowners, Inc.

1. Only owners may use the Owners' Lounge for social functions. A reservation will be accepted no more than sixty (60) days prior to the function date. Anyone reserving the Owners' Lounge from the previous year must acquire special permission from the Managing Agent to reserve the same holiday.
2. Any Owner who wishes to reserve the Owners' Lounge must complete, sign and submit to the HOA management company, the Owners' Lounge reservation form.
3. The Owners' Lounge will be available upon request at no charge for owner social functions. The Association will have priority over all requests, which will include all holidays, i.e. Christmas Eve and New Year's Eve. Each unit is allowed three (3) reservations per calendar year. Peak Season summer reservations of the owners' lounge will be allowed, but all parking rules will be fully enforced and any guests to the event would be restricted to use of the lounge only. The Owners' Lounge will not be available for any type of commercial function. Reservations require a security deposit in the amount of \$300.00. Damages will be deducted from the security deposit. Any excess damage will be the responsibility of the reserving owner. Any and all leases are subject to Board approval.
4. Owners who make a reservation must be present for the duration of the function.
5. Owners will assume responsibility for the conduct and any damages of their invited guests.
6. No person under eighteen (18) years of age is allowed in the Owners' Lounge unless accompanied by an adult owner.
7. The function can start at 9:00 a.m. and must be concluded by 10:00 p.m., unless prior written approval has been obtained from the Board.
8. The Pool Area may not be reserved for private parties.
9. No swimming attire, either wet or dry, will be permitted in the Owners' Lounge. The last individual leaving the Owners' Lounge will be responsible for turning off all lights and locking all doors.
10. The Owners' Lounge will be closed to all other owners during the reservation period. The Owner's Lounge must be cleaned prior to leaving the lounge the day

of the function. If it is not, management will have it cleaned at a charge of \$150.00, which will be deducted from the security deposit.

11. The Owner making the reservation agrees to pay for any damage or loss to furniture, accessories, fixtures or equipment. The owner must agree to these terms by signing off on the Owners' Lounge reservation form and thereby assumes responsibility for the reserved use of the Owners' Lounge.
12. No smoking or vaping is permitted in Lounge.
13. Lounge hours are 7:00 a.m. – 11:00 p.m.