

**COPY**

**FILED**  
4-19-06 @ 10:28 a.m.  
MICHAEL K. JEANES, Clerk  
By W. Kenney  
Deputy

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Firm State Bar No. 14000

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Civil Rights Division  
4 400 West Congress, Suite S-215  
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5 Telephone: (520) 628-6756  
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6 Attorneys for Plaintiff

7 IN THE SUPERIOR COURT OF THE STATE OF ARIZONA  
8 IN AND FOR THE COUNTY OF MARICOPA

10 THE STATE OF ARIZONA *ex rel.* TERRY  
11 GODDARD, the Attorney General; and THE CIVIL  
RIGHTS DIVISION OF THE ARIZONA  
12 DEPARTMENT OF LAW,

13 Plaintiff,

14 vs.

15 SUNLAND VILLAGE EAST ASSOCIATION, a  
16 non-profit Arizona corporation, dba SUNLAND  
17 VILLAGE EAST HOMEOWNERS ASSOCIATION,

18 Defendant.

No. CV 2006-003935

**CONSENT DECREE**

(Non-classified Civil)

(Assigned to Hon. Peter B. Swann)

19  
20 On March 13, 2006, Plaintiff, the State of Arizona ("State"), through Attorney General Terry  
21 Goddard and the Civil Rights Division ("Division"), filed the above-captioned Complaint in  
22 Maricopa County Superior Court against Defendant Sunland Village East Association, dba Sunland  
23 Village East Homeowners Association ("Defendant") alleging that it violated the Arizona Fair  
24 Housing Act ("AFHA") A.R.S. §§ 41-1491 *et seq.*

25 The Division and Defendant desire to resolve the issues alleged in the State's Complaint  
26 without the time, expense and uncertainty of further contested litigation. The Defendant and the  
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1 Division expressly acknowledge that the Decree is the compromise of disputed claims and there was  
2 no adjudication of any claim nor an admission by Defendant of any liability for the claims made in the  
3 Complaint filed in this matter.

4 The State and Defendant agree to be bound by this Decree and not to contest that it was  
5 validly entered into in any subsequent proceeding to implement or enforce its terms. The parties,  
6 therefore, have consented to the entry of this Decree, waiving trial, and findings of fact and  
7 conclusions of law.

8 It appearing to the Court that entry of this Decree will further the objectives of the AFHA, and  
9 that the Decree fully protects the parties and the public with respect to the matters within the scope of  
10 the Decree.

11 **NOW, THEREFORE, IT IS HEREBY ORDERED, ADJUDGED AND DECREED** as  
12 follows:

13 **JURISDICTION**

14 1. This Court has jurisdiction over the subject matter of this action and over the parties in  
15 this action; and venue in Maricopa County is proper. The allegations of the Complaint, if proved, are  
16 sufficient to state a claim upon which relief could be granted against Defendant under the AFHA.

17 **RESOLUTION OF THE STATE'S COMPLAINT**

18 2. This Decree resolves, between the Division and Defendant, all issues, claims and  
19 potential claims relating to alleged practices and acts of discrimination to which the LDS Family  
20 Home Evening Group Complaint, the subsequent investigation by the State's Civil Rights Division,  
21 and the State's Complaint uncovered or were directed, all of which Defendant denies in full. In  
22 exchange for Defendant's promise to perform each of the promises, obligations, terms and conditions  
23 set forth below, the State agrees to waive, release and covenant not to sue or claim against the  
24 Defendant, its heirs, assigns, successors, successors-in-interest, receivers, trustees in bankruptcy,  
25 personal representatives, parent, former and successor affiliated corporations, subsidiary corporations,  
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1 divisions, subdivisions, joint ventures, partnerships and limited partnerships, officers, directors,  
2 attorneys, agents, shareholders and employees, including, but not limited to, contractors and  
3 subcontractors, and all others acting or purporting to act on its behalf in any forum with respect to the  
4 matters that were or could have been alleged in the administrative Complaint filed by Darlene and  
5 Raymond Rich, the LDS Family Home Evening Group, and the other residents of Sunland Village  
6 East housing development who are members of the LDS Family Home Evening Group.

7 **NON-ADMISSION**

8 3. The entry of the Decree shall not in any way be construed as an admission of liability  
9 or fault by Defendant.

10 **COMPLIANCE WITH AFHA**

11 4. Defendant agrees that it will abide by Arizona's civil rights laws.

12 **POLICY CHANGES**

13 5. Defendant shall, within fourteen (14) days after entry of this Decree, adopt the revised  
14 written policy entitled "Room Usage Policy and Procedure", attached as Exhibit 1 to this Decree, which  
15 eliminates religion or religious activity as a criterion for accommodating room usage requests and  
16 determining charges for room usage; substitutes religion-neutral criteria; and outlines non-  
17 discriminatory rules of conduct for room usage.  
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19 6. Defendant shall, within thirty (30) days of the entry of this Decree, provide a copy of the  
20 new rules and procedures to any new homeowners or residents, post a notice of the new rule in the  
21 community newspaper, make the new rule available for inspection upon request in the management  
22 office during business hours, and provide information about the rule at the next meeting of the board of  
23 the Sunland Village Homeowners' Association.  
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**USE AND TERMS AND CONDITIONS OF COMMUNITY FACILITIES USE**

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7. Defendant shall reserve the Mesa Verde activity room for use by the LDS Family Home Evening Group at no cost to the group from 4 p.m. to 9 p.m. on the second Monday of each month following the date of the entry of the Decree through May 31, 2007. Defendant agrees that at the time of the entry of this Decree, the LDS Family Home Evening Group is a group in "good standing" entitled to use the community facilities at Sunland Village East housing development and further agrees not to interfere with the LDS Family Home Evening Group's use, except when necessary to schedule a memorial service which must be held in the Mesa Verde activity room. In that event, the Defendant agrees to work with the LDS Family Home Evening Group to find alternative space, if it is available.

8. Defendant shall not interfere with the LDS Family Home Evening Group's use during these scheduled times as long as it welcomes all residents of Sunland Village East to participate in its activities and posts notices of its meetings. Defendant agrees that the LDS Family Home Evening Group will not be required to state for members to "bring their own beverages" or otherwise encourage members to bring alcoholic beverages. Defendant shall include the meeting notices in Defendant's community publication, the Outlook, as supplied by the LDS Family Home Evening Group. Respondent will not post notices of these events, unless requested by LDS Family Home Evening Group.

9. Defendant shall not charge the LDS Family Home Evening Group or its members a fee for using the Mesa Verde Activity room or other facilities as long as the group participants include only residents of Sunland Village East and the meeting is open to all residents of Sunland Village East. For purposes of this Decree, individual(s) present at a meeting to perform or lecture to the group will not be treated as non-SVE members requiring a usage charge under the policy attached as Exhibit 1. Defendant agrees that its agents, employees or officers will not subject the Complainants, Darlene and Raymond Rich and the other members of the LDS Family Home Evening Group to different or more

1 burdensome or restrictive requirements than any other SVE member groups using the facilities  
2 regarding guest usage.

3 10. Defendant agrees to afford Complainants, Darlene and Raymond Rich and the LDS  
4 Family Home Evening Group, the opportunity to reserve an activity room for additional dates during  
5 the next room reservation cycle for such reservations at Sunland Village East in January – March 2007  
6 under the same terms, conditions and privileges as afforded similarly-situated groups. The parties agree  
7 that under the terms of Defendant’s policy the LDS Family Home Evening Group’s activities are “SVE  
8 member meetings.”

9  
10 **MONETARY RELIEF**

11 11. Defendant agrees to pay Complainants Darlene and Raymond Rich the sum of One  
12 Hundred and Fifty Dollars (\$150) to reimburse them for payments made on behalf of the LDS Family  
13 Home Evening Group to use the activity room in June and July 2005. Payment will be made by  
14 cashier’s check within thirty (30) days after entry of this Decree, and shall be made payable to Raymond  
15 or Darlene Rich, and sent to Rose A. Daly-Rooney, Assistant Attorney General, Arizona Attorney  
16 General’s Office, 400 West Congress, Suite S-215, Tucson, Arizona, 85701.

17 12. Defendant agrees to pay to Complainant’s attorney, Monte Alan Rich, the sum of One  
18 Thousand Seven Hundred and Fifty Dollars (\$1,750) to reimburse him for attorney’s fees related to  
19 representing the Complainants in this matter. Payment will be made by cashier’s check within thirty  
20 (30) days after entry of this Decree, and shall be made payable to the Law Office of Monte Alan Rich,  
21 and sent to Rose A. Daly-Rooney, Assistant Attorney General, Arizona Attorney General’s Office, 400  
22 West Congress, Suite S-215, Tucson, Arizona, 85701.

23 13. Defendant agrees to pay the Civil Rights Division the sum of One Thousand Dollars  
24 (\$1,000) to be used by the Division to monitor compliance with the provisions of this Decree and to  
25 enforce civil rights laws in Arizona. Payment will be made by cashier’s check within thirty (30) days of  
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1 the entry of this Decree and shall be made payable to the Arizona Attorney General's Office, and sent to  
2 Rose Daly-Rooney, Assistant Attorney General, Arizona Attorney General's Office, 400 W. Congress,  
3 Suite S-215, Tucson, Arizona 85701.

#### 4 **TRAINING**

5 14. Defendant agrees that each of its employees, officers and board members will receive a  
6 minimum of one (1) hour of training in the state and federal fair housing laws within three months of  
7 the entry date of this Decree. Defendant agrees to make the training open to all interested residents of  
8 Sunland Village East housing development and provide advance written notice in a reasonable time to  
9 residents by publication in its community newspaper, The Outlook, and posting notices in the  
10 common areas of Sunland Village East housing development.  
11

12 15. Defendant shall keep posted at all times in a conspicuous, well-lighted place at its  
13 office and in the common use area at Sunland Village a poster, if provided by the Arizona Civil  
14 Rights Division, that states, in English and Spanish, that discrimination in housing based on race,  
15 color, religion, sex, national origin, familial status, or disability is prohibited.

#### 16 **REPORTING REQUIREMENTS**

17 16. Defendant shall report in writing, and in affidavit form, to the Division within six (6)  
18 months of the entry of this Decree. The affidavit shall attest that the Defendant has taken the actions  
19 required under each and every provision. In addition to this affidavit, Defendant shall report in  
20 writing and in affidavit form, during the two-year period following the entry of this Decree to the  
21 Division within thirty (30) days, (a) any revocation of the LDS Family Home Evening Groups'  
22 privileges to use of its community facilities, including a determination by Defendant's officers, agents  
23 or employees that the LDS Family Home Evening Group is "not in good standing" under its policies;  
24 and (b) any changes in the terms and conditions of the LDS Family Home Evening Group's use of  
25 community facilities, including but not limited to charging facility fees, except a change which is  
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1 applied to all SVE-member groups, and (c) any changes, modifications, revocations of or revisions to  
2 its policies and procedures which are set forth in Exhibit 1 of this Decree. Affidavits will be sent to  
3 Rose A. Daly-Rooney, Assistant Attorney General, Arizona Attorney General's Office, 400 West  
4 Congress, Suite S-215, Tucson, Arizona, 85701.

### 5 **INJUNCTION**

6 17. Defendant and its officers, agents, employees, successors and assignees both at the  
7 time this Decree becomes effective and for the duration are enjoined from discriminating against any  
8 resident in the use and terms and conditions of use of the community facilities on the basis of religion  
9 and from retaliating against any Complainant for opposing the housing practices alleged as unlawful  
10 in the Division's charge.  
11

### 12 **MISCELLANEOUS PROVISIONS**

13 18. Except as provided in ¶ 12, the parties shall bear their respective attorneys' fees and  
14 costs incurred in this action up to the date this Decree is entered.

15 19. The parties represent that they have read this Decree in its entirety and are satisfied that  
16 they understand and agree to all its provisions, and represent that they have freely signed this Decree  
17 without coercion.

18 20. This Decree shall be binding on and inure to the benefit of the parties, their heirs,  
19 assigns, successors, successors-in-interest, receivers, trustees in bankruptcy, personal representatives,  
20 parent, former and successor affiliated corporations, subsidiary corporations, divisions, subdivisions,  
21 joint ventures, partnerships and limited partnerships, officers, directors, attorneys, agents,  
22 shareholders and employees, and all others acting or purporting to act on its behalf in any forum.

23 21. This Decree shall be governed in all respects by the laws of the State of Arizona.

### 24 **CONTINUING JURISDICTION OF THE COURT**

25 22. The Court shall retain jurisdiction over both the subject matter of this Decree and the  
26 parties for two years from entry of this Decree to effectuate and enforce this Decree. Unless the  
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1 Division notifies the Court that Defendant has breached this Decree which shall toll the Court's  
2 continuing jurisdiction, this Decree shall expire by its own terms for two years from its effective date  
3 (defined below) without further action of the State or Defendant. The Division may, for good cause  
4 shown, petition this Court for compliance with this Decree at any time during the period that this  
5 Court maintains jurisdiction over this action. Appropriate relief may be ordered should the Court  
6 determine that the Defendant has not complied with this Decree.

7 **EFFECTUATING CONSENT DECREE**

8 The parties agree to the entry of this Decree upon final approval by the Court. The effective  
9 date of this Decree shall be the date that it is entered by the Court.

10  
11 ENTERED AND ORDERED this 12 day of April, 2006.  
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13  
14 Peter B. Swann  
15 *Peter B. Swann*

16 \_\_\_\_\_  
17 The Honorable Peter B. Swann  
18 Maricopa County Superior Court Judge  
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295122

# EXHIBIT 1

## ROOM USAGE POLICY AND PROCEDURE

### POLICY

This Policy and Procedure is subject to the SVE Governing Documents, which authorize the SVE Board of Directors to:

- Establish, require or not require, and charge or not charge fees for use of SVE Facilities,
- Establish, require or not require, and obtain or not obtain a security deposit or deposits for use of SVE Facilities, and
- Permit and limit use of SVE Facilities to those SVE Members who are in good standing.

SVE Facilities are equally available to and for use by all SVE Members in good standing with the Association.

Permission by the Board to use SVE Facilities is a revocable license to the User for the User to use the Facilities. Permission to Use the Facilities is not a grant to the User or any others of any rights at law or equity, including, without limitation, possession, use, lease, permit, alteration, change, damage, destruction, modification, painting, or removal of any of the Facilities.

The Board reserves the right at any time to deny use of or to immediately revoke, without written notice, permission to use any of the Facilities for any unlawful or immoral purpose. Abuse of Facilities or use of Facilities for other than the stated Use are grounds for denial by the Board of continued, further, or future use by the User of any of the Facilities.

Certain capitalized terms used in this Policy and Procedure are defined in **Attachment A** to this Policy and Procedure. Priority of Use of Facilities will be pursuant to **Attachment B** to this Policy and Procedure.

#### SVE Facilities

The SVE Facilities presently available for Use are the:

- Auditorium and kitchen;
- Mesa Verde Room and kitchen; and
- Saguaro Room.

#### Use Fees, Security Deposits, and Refreshment Fees

*Use Fees.* SVE Members in good standing with the Association may request use of and use the Facilities without charge, subject to this Policy and Procedure. SVE clubs or organizations in good standing may request use of and Use the Facilities without charge, subject to this Policy and Procedure, so long as the membership in such clubs or

organizations are and remain open to all SVE Members. Use of the Facilities by nonmembers will be with Charge and Deposit, subject to this Policy and Procedure.

*Security Deposits.* Aside from and in addition to the Use Fees, if any, the Board from time to time may establish and require from a User a Security Deposit to be deposited with SVE prior to the intended use for any damages to the Facilities used, or their cleaning and return of them to SVE in the same condition as when made available for use, or both. The Board reserves the right to require a Deposit even though a Use Fee is not charged to the User. The Security Deposit will be returned to the User after the Facilities used are cleaned and restored to their same condition as when made available to the User for use, and their use is returned by the User to and accepted by SVE. See the Instructions on **Attachment C** to this Policy and Procedure.

*Refreshment Fees.* A Refreshment Fee to be established by the Activity Director will be charged to and payable by the User prior to the Use for refreshments, if any, served by SVE during the Use.

#### **Use Fee Charges**

*Commercial Use.* A fee will be charged for each commercial use.

*Memorials.* No Use Fee will be charged for Facilities used for memorials.

*Open Use.* No Use Fee will be charged for Facilities used for Open Uses.

*Private Use.* A Use Fee will be charged for Facilities used for each Private Use.

*Restricted Political Uses.* A Use Charge will be charged for Facilities used for each Restricted Political Use.

*SVE Sponsored Uses.* No Use Fee will be charged for Facilities used for SVE Sponsored Uses.

#### **Classes**

The Board reserves the right to require for the conduct of any Class written waivers of liability, in the form acceptable to and by SVE, which relieve, indemnify, and hold harmless the Association, SVE Board of Directors, SVE officers, employees, and agents, and SVE Members from any and all liability or cause of action which arise or may arise from the use; and to require a Security Deposit effective prior to the commencement of and during the conduct of any given class. Each class participant shall execute and the class instructor for each participant will deliver and submit to the Activity Office for acceptance an executed waiver form prior to the commencement of the participant's participation in the given class. SVE reserves the right not to accept any waiver in any form of writing. No instructor is permitted to allow participation in the class unless and until a participant has executed a waiver form and the form is submitted to and accepted by the Activity Office.

#### **Governing Documents and Attachments**

The above SVE Governing Documents and Attachments are incorporated and made a part of this Policy and Procedure by this reference.

## PROCEDURE

All Uses will be scheduled by the SVE Activity Director in advance of the use. In the event of conflict between a scheduled use and a memorial, the Activity Director will reasonably attempt to accommodate the scheduled User and the Member requesting Facilities for the memorial with use of available SVE Facilities.

Written requests for use of Facilities during a Schedule Year must be submitted to the Activity Office between January 1<sup>st</sup> through March 15<sup>th</sup> of each calendar year for the Schedule Year beginning on the following June 1<sup>st</sup> and running through the following May 31<sup>st</sup>. Requests will not be accepted before January 1<sup>st</sup> and will not be accepted after March 15<sup>th</sup>.

Request forms will be substantially in the form prescribed at **Attachment C** to this Policy and Procedure. The forms will be available in the Activity Office. Requestors will be notified in writing of the disposition of their respective requests.

Use of Facilities will be scheduled in the order by date the requests are received by the Activity Office, which will date-stamp the requests when received. Conflicts in requests received during January 1<sup>st</sup> to March 15 will be resolved by drawing. Requests submitted after March 15<sup>th</sup> will be scheduled upon availability of Facilities. Conflicts in requests made after March 15<sup>th</sup> will be resolved by applying the priorities in Attachment B to this policy. Remaining conflicts in requests within a priority will be resolved by lottery.

Users are responsible for following and adhering to the Facilities Use Rules set forth in **Attachment D** to this Policy and Procedure and are accountable for their use of the Facilities. Users are responsible and accountable for their guests and the User's contractors, agents, and representatives.

Keys to Facilities will be issued to the User only. Users will not allow access to persons other than the User's invitees, contractors, agents, and representatives.

## Room Usage Policy and Procedure

### Definitions

"Classes" are instructions open and available to and limited and restricted to SVE Members that are scheduled to meet during a Schedule Year and held in SVE Facilities.

"Facilities" includes, without limitation, buildings (and any part or portion thereof) and grounds; rooms; fixtures in and on the buildings and rooms; grounds; and any SVE personal property in or on the buildings, rooms, and grounds.

"Good standing" means good standing with the Association as determined and defined by way of the Governing Documents.

"Governing Documents" are those SVE Governing Documents made effective \_\_\_\_\_.

"Schedule Year" is that period of time beginning on June 1<sup>st</sup> of any given calendar year and running through the following May 31<sup>st</sup> of the following calendar year.

"Security Deposit" is an amount or amounts of money, or equivalent; an original bond or bonds (wherein SVE is expressly named as the loss payee); or original insurance policy or policies, or original certificate or certificates of insurance (wherein SVE is expressly named as the insured and loss payee or co-insured and co-payee); or any combination thereof, that is or are acceptable to and by SVE from carriers or issuers who are acceptable to and by SVE.

"Use" means the use of SVE Facilities for the purpose and for the period of time requested and agreed to in writing according to and in compliance with this Policy and Procedure.

*Commercial Use* is any use that is for profit or not-for-profit business and commercial purposes other than those of SVE.

*Memorials* are services or gatherings held in the memory of a person by a Member and the Member's SVE-Member and non SVE-Member guests invited by the User Member.

*SVE Sponsored Use* is any use that is open to all SVE Members including, without limitation, political meetings the purpose of which is for candidates of all political parties to make presentations.

*Open Use* is any Use by a Member and only the Member's SVE-Member guests invited by the User Member.

*Private Use* is any use by a Member, the Member's SVE-Member guests invited by the User Member, the Member's non SVE-Member guests invited by the User Member, and not open to all Members.

*Restricted Political Use* is any use restricted or limited to one or more but not all political parties.

"User" is any SVE Member who, or any association, club, or organization open to all SVE Members only that, uses SVE Facilities under this Policy and Procedure.

## Room Usage Policy and Procedure

### Facilities Reservation Priority

In the event of conflict between requested uses made after March 15th, priority of Facilities use shall be in the following descending order:

1. National, state, or local election, or the singular or any combination thereof.
2. SVE Meetings –
  - SVE Association Annual Meeting
  - SVE Special Meetings
  - SVE Member Meetings
  - SVE Board of Directors Meetings
3. SVE Sponsored Uses
4. Memorials
5. Open Use
6. Private Use

Room Usage Policy and Procedure

Facilities Use Request Form

SUNLAND VILLAGE EAST  
2145 S. FARNSWORTH DRIVE  
MESA, AZ. 85209  
OFFICE (480) 380-0106  
FAX (480) 986-1860

ROOM RESERVATION REQUEST

\_\_\_\_ (\$150) AUDITORIUM \_\_\_\_ (\$75) MESA VERDE ROOM \_\_\_\_ (\$ 50) SAGUARO

TODAY'S DATE \_\_\_\_\_

EVENT \_\_\_\_\_ DATE OF EVENT \_\_\_\_\_

TIME OF EVENT \_\_\_\_\_ END TIME \_\_\_\_\_

REQUESTED BY ( PRINT ) \_\_\_\_\_

SIGNATURE OF REQUESTER \_\_\_\_\_

Only this person will provide the information required and will be responsible for the room.

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

DAMAGE/CLEANUP DEPOSIT: \_\_\_\_\_

Full amount of damage/cleanup deposit is due at the Association Office at least 30 days in advance. Check is made payable to SUNLAND VILLAGE EAST along with set-up information. If this is not complied with, SVE has the option to reserve the room to the next event on the waiting list. Damage/cleanup deposit will be refunded after the room is inspected for any damage or clean up.\* Upon inspection, refund will be made in entirety,\* unless damage or clean up is required, which in turn will be deducted from the deposit. In event that the damage exceeds the deposit, the Requester will either compensate the balance out of his/her Liability Insurance or will be personally liable.

**\*DOES NOT APPLY TO KITCHEN, FOR WHICH A FLAT FEE OF \$ \_\_\_\_\_ IS NONREFUNDABLE. USAGE IS CHARGED.**

DATE DEPOSIT RETURNED \_\_\_\_\_ CHECK # \_\_\_\_\_ AMOUNT \_\_\_\_\_

SIGNATURE \_\_\_\_\_

REQUESTER'S RESPONSIBILITIES

1. All trash must be disposed of and taken to the dumpster. The dumpster is located in rear of building.
2. All damage must be reported immediately after each event. Any damage incurred by any club/organization, resident/guest, that party is responsible for full reimbursement to the Association.
3. Any equipment that is requested for the event must be reserved in advance on the set-up sheet.
4. SVE will not be responsible for any products placed in the room prior to the event.
5. The requester is responsible for checking out the key (s) prior to the event DURING BUSINESS HOURS ONLY. The keys will also be returned to the office DURING NORMAL OFFICE HOURS.

## Room Usage Policy and Procedure

### Facilities Use Rules

Sunland Village East  
2145 S. Farusworth Drive  
Mesa, Arizona 85208

Entertainment Agreement

AGREEMENT by and between SUNLAND VILLAGE EAST HOMEOWNERS ASSOCIATION (the "Association") and \_\_\_\_\_ (the "Performer") dated \_\_\_\_\_, 200\_\_ (the "Agreement").

Performer shall, pursuant to the terms and provisions of this Agreement, perform at Sunland Village East at \_\_\_\_\_ on \_\_\_\_\_, 200\_\_ for the performance of \_\_\_\_\_ (the "Performance"). Confirmation of this scheduled engagement shall be confirmed by the execution of this Agreement.

In consideration, the Association shall pay to the Performer the sum of \_\_\_\_\_ upon the completion of such Performance.

Unless otherwise specified herein, Performer shall furnish at its own expense, Certificate of Liability, props, equipment or other materials as needed for its Performance.

The Performer at its own expense may produce advertisements for its Performance and shall submit no later than sixty (60) days prior to the Performance any publicity it desires. Public bulletins, posters, circulars, leaflets, or similar advertising materials will be limited in size to 8 1/2" by 11" and must state the time, date, ticket price and place of Performance. Any advertising materials are subject to the reasonable approval of the Association.

The Association shall not be liable for any personal injuries suffered by the Performer during the Performance unless caused by the gross negligence or willful misconduct of the Association. Performer shall indemnify and hold harmless from any and all liability, loss damages or claims arising from the Performer's Performance at Sunland Village East.

The Association shall not be liable for the remaining balance of the Performer's compensation if Performer cannot perform for any reason, which is not the fault of the Association, including but not limited to, illness or physical disability of Performer, acts or regulations of public authorities, labor strike, civil unrest of interruption or delay of transportation.

This Agreement shall not be assigned or transferred by Performer without the prior express written consent of the Association. Should Performer, prior to the date of the Performance, breach any of the terms or provisions of this Agreement, or should Performer, prior to the date of the Performance, fail, neglect or refuse to perform any contract with another facility for any concert or engagement, then Association at its option may terminate this Agreement by giving forty-eight (48) hours advanced notice in writing to Performer.

This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Arizona.

The invalidity of any portion of this Agreement shall not affect the validity of any provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect.

This Agreement shall constitute the entire Agreement between the parties and any part or understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party except to the extent incorporated in this Agreement.

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if set forth in writing and signed by each party or any authorized representative of each party.

This Agreement may be canceled by either party upon thirty (30) days written notice.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed on the date indicated below.

ASSOCIATION:

PERFORMER:

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

\_\_\_\_\_

\_\_\_\_\_

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

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

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

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

Sunland Village East  
2145 S. Farnsworth Drive  
Mesa, Arizona 85208

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Unless otherwise specified herein, Performer shall furnish at its own expense, Certificate of Liability, props, equipment or other materials as needed for its Performance.

The Performer at its own expense may produce advertisements for its Performance and shall submit no later than sixty (60) days prior to the Performance any publicity it desires. Public bulletins, posters, circulars, leaflets, or similar advertising materials will be limited in size to 8 1/2" by 11" and must state the time, date, ticket price and place of Performance. Any advertising materials are subject to the reasonable approval of the Association.

The Association shall not be liable for any personal injuries suffered by the Performer during the Performance unless caused by the gross negligence or willful misconduct of the Association. Performer shall indemnify and hold harmless from any and all liability, loss damages or claims arising from the Performer's Performance at Sunland Village East.

The Association shall not be liable for the remaining balance of the Performer's compensation if Performer cannot perform for any reason, which is not the fault of the Association, including but not limited to, illness or physical disability of Performer, acts or regulations of public authorities, labor strike, civil unrest or interruption or delay of transportation.

This Agreement shall not be assigned or transferred by Performer without the prior express written consent of the Association. Should Performer, prior to the date of the Performance, breach any of the terms or provisions of this Agreement, or should Performer, prior to the date of the Performance, fail, neglect or refuse to perform any contract with another facility for any concert or engagement, then Association at its option may terminate this Agreement by giving forty-eight (48) hours advanced notice in writing to Performer.

This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Arizona.

The invalidity of any portion of this Agreement shall not affect the validity of any provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect.

This Agreement shall constitute the entire Agreement between the parties and any part or understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party except to the extent incorporated in this Agreement.

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if set forth in writing and signed by each party or any authorized representative of each party.

This Agreement may be canceled by either party upon thirty (30) days written notice.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed on the date indicated below.

ASSOCIATION:

PERFORMER:

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

\_\_\_\_\_

\_\_\_\_\_

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

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

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

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

CANCELLATION REQUEST  
SUNLAND VILLAGE EAST  
2145 S. Farnsworth Dr.  
Mesa, AZ 85209  
480-380-0106

GROUP NAME \_\_\_\_\_

CHAIR PERSON'S NAME \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

Date of Event \_\_\_\_\_

Room in which Cancellation is requested \_\_\_\_\_

Date Cancellation Requested \_\_\_\_\_

Reason for Cancellation \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Activity Director

\_\_\_\_\_  
Date

Please complete and present to the Activity Office one week prior to event date.  
Limit 6 cancellations per year.  
Thank you for your assistance.

Revised 6/3/05  
9/7/05

## INSTRUCTORS AGREEMENT

Between: \_\_\_\_\_ (Instructor) and Sunland Village East Homeowners Association, (SVE HOA). The purpose of the agreement is to instruct a \_\_\_\_\_ Class.

Term: SVE HOA hereby agrees to rent the premises described below to the instructor for class beginning on \_\_\_\_\_ and ending on \_\_\_\_\_. This agreement is subject to renewal for an additional period, to be agreed upon, if approved by both parties 30 days prior to expiration date.

Rate: The rental rate for the space will be 20% (nonresident instructors) 10% (resident instructors) of total income of all classes. Payment will be made monthly based on the total fee of all class participants... Cost of the class to participating residents of Sunland Village East will not exceed \_\_\_\_\_ for each class.

Payment: Monthly payment is due on or before the 5<sup>th</sup> of each month. When the 5<sup>th</sup> falls on a weekend or holiday, payment will be due on the next business day. If payment is not received by the 5<sup>th</sup> there will be a charge of \$5.00 for the first day and \$2.00 for each day following until payment is received. A sign up sheet must be submitted weekly showing participants attending class and stating whether a resident or nonresident.

Premises: Class will be held in the \_\_\_\_\_ room, located at \_\_\_\_\_.

Time: Period allotted to class will not exceed \_\_\_\_\_ hour(s). The times allotted said class will be from \_\_\_\_\_ (AM) or (PM) to \_\_\_\_\_ (AM) or (PM). Additional time needed will require advance approval by SVE HOA.

Supplies: All equipment must be supplied by the Instructor and/or participating resident, i.e. shoes, boom box, costumes, supplies, etc. No property may be stored on the premises (without special permission). No notices, signs, bulletins, flyers, or the like may be placed by the Instructor on SVE HOA property (this will be done by the Activities Coordinator).

Security: SVE HOA will exercise normal precautions in allowing unmonitored access to the premises. SVE HOA will maintain the premises in reasonable condition at all times.

Continued

Termination: Instructor or SVE HOA may terminate this agreement at any time by providing the other party with 30 days written notice. Termination by SVE HOA could be for any of the following reasons:

1. Ignoring procedures for room cleaning.
2. Reserving a larger room than attendance requires.
3. Stating function is for SVE residents only and inviting outsiders.
4. Late payments of Instructor's monthly fees.
5. Frequent Cancellations without one week notice. (Limit 6 per year)

Losses: SVE HOA will not be liable for any damages or losses to the property of the Instructor in connection with this rental agreement or use of the premises. The Instructor hereby waives any potential or actual claim of damage from SVE HOA from use of the premises. Instructor agrees to defend, protect, indemnify and save harmless SVE HOA for, from, and against all liability relating in any way to the premises or arising out of Instructor's use or occupancy of the premises, or relating to or arising from acts or omissions of Instructor, participating residents, their agents or invitees. Instructors agree to carry personal liability insurance and, as necessary, workman's compensation insurance. Instructor further agrees to be responsible for any and all taxes that may be incurred as a result of this agreement.

Instructor is responsible for damages beyond normal wear and tear to SVE HOA property. Instructor agrees to leave the premises in substantially the same condition as they are found at each usage.

Signatures:

\_\_\_\_\_  
Representative of  
Sunland Village East  
Homeowners Association  
2145 S. Farnsworth  
Mesa, Az. 85209

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

\_\_\_\_\_  
Instructors Signature

\_\_\_\_\_  
Print Instructor's Name

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

Phone: \_\_\_\_\_

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

**ANYONE WHO ABUSES THE PRIVILEGE OF ROOM USAGE WILL BE DENIED ALL FUTURE RESERVATIONS OF ANY ROOM! THIS ALSO INCLUDES OUTSIDE GROUNDS AND FACILITIES!**

## Waiver of Liability

In consideration of the acceptance of entry to the activity of \_\_\_\_\_  
I do hereby for and on behalf of myself and my heirs and legal representative forever discharge Sunland Village East Homeowners Association, its officers, committees and representatives and its successors, from every claim of every kind, nature, character which I may have or may hereafter acquire for any and all damages, losses, or injuries which may be suffered or sustained by me in connection with my activities during the period for which such acceptance is granted and any period traveling to or from such activity described, including all claims arising from the negligence of Sunland Village East Homeowners Association, and all such claims are hereby waived and released and I covenant not to sue. Therefore, I understand that Sunland Village East Homeowners Association does not carry accident insurance for this event, and I am aware of and agree to assume all risks, including, but not limited to, the risk of serious physical injury, associated with my participation in the activity. I further understand that by signing this Waiver of Liability, I am giving up a very substantial right and I freely sign this Waiver.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

# EQUIPMENT REQUEST FORM

## AUDITORIUM USE ONLY

ORGANIZATION NAME: \_\_\_\_\_

CATERER \_\_\_\_\_

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

CONTACT NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_  
(THIS PERSON WILL BE RESPONSIBLE FOR THE ORGANIZATION & / OR CATERER)

Main Hall:

Extras: # \_\_\_\_\_ Microphone \_\_\_\_\_ Table Numbers # \_\_\_\_\_ Tables  
Linen: # \_\_\_\_\_ Glass Towel (White with red Stripes) # \_\_\_\_\_ Hand Towels # \_\_\_\_\_ Trash Bags  
YOU MUST HAVE A ROOM SET UP COMPLETED AND ON FILE **TWO WEEKS** PRIOR TO YOUR EVENT DATE.

Kitchen:

Dishes: # \_\_\_\_\_ Plates # \_\_\_\_\_ Cups

Utensils: # \_\_\_\_\_ Spoons # \_\_\_\_\_ Forks # \_\_\_\_\_ Knives # \_\_\_\_\_ Other

Other: \_\_\_\_\_ Pots # \_\_\_\_\_ Coffee Pots # \_\_\_\_\_ Coffee Carafe # \_\_\_\_\_ Pitchers

EACH EVENT WILL SUPPLY THEIR OWN TABLE CLOTHS

Oven \_\_\_\_\_ Griddle \_\_\_\_\_ Grill \_\_\_\_\_ (Dish Washer \_\_\_\_\_)

Roaster Ovens # \_\_\_\_\_ 5 Gallon Water Containers # \_\_\_\_\_ Coffee Carts # \_\_\_\_\_  
ALL THE ABOVE ITEMS ARE LOCKED UP AND, UNLESS REQUESTED, ARE NOT UNLOCKED.

Ice Machine \_\_\_\_\_ (MATS MUST BE USED) Other: \_\_\_\_\_

DISHWASHER AND/OR GRILL WILL NOT BE AVAILABLE WITHOUT PRIOR INSTRUCTION FOR USAGE BY ACTIVITY DIRECTOR.

ORGANIZATION NAME: \_\_\_\_\_

CATERER \_\_\_\_\_

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

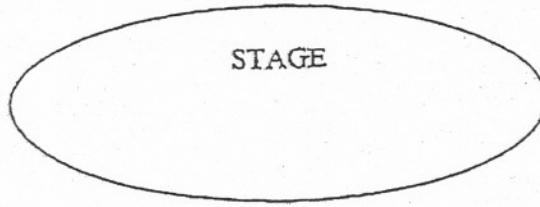
CONTACT NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_  
(THIS PERSON WILL BE RESPONSIBLE FOR THE ORGANIZATION & / OR CATERER. KITCHEN FLOOR MUST BE CLEANED.)

\* An appointment must be set up with the Activity Director or Roy Sager at 380-7898 at least 72 hr. prior to obtain your key and be instructed on the proper use of kitchen equipment.

**Custodians will not unlock doors or get equipment.**

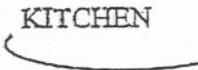
MAX OCCUPANCY: 830

# SVE AUDITORIUM



STAGE

SETUP REQUEST



KITCHEN



FOYER



CLUB/  
SIGNATURE: \_\_\_\_\_ DATE OF EVENT: \_\_\_\_\_

KITCHEN

MESA VERDE ROOM  
SETUP REQUEST  
Max Occupancy: 117

PIANO/ORGAN

FRONT ENTRANCE

---

SAGUARO ROOM  
SETUP REQUEST

Max Occupancy: 89

Sink

Side Door

FRONT DOOR

SIGNATURE \_\_\_\_\_

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

KITCHEN

MESA VERDE ROOM  
SETUP REQUEST  
Max Occupancy: 117

PIANO/ORGAN

FRONT ENTRANCE

---

Max Occupancy: 89

SAGUARO ROOM  
SETUP REQUEST

Sink

Side Door

FRONT DOOR

SIGNATURE \_\_\_\_\_

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

**IMPORTANT**  
**USE OF THE AUDITORIUM KITCHEN**

1. Make sure 33 gallon bags are used in all garbage containers and must be replaced by the event user. Bags are supplied by the Association.
  2. Floor must be cleaned (swept and mopped) after your event.
  3. All counters must be wiped clean and sanitized. Cleaning supplies are found in upper cabinet over large sinks, sanitizers (red bucket) found under the garbage disposal.
  4. Do not set anything on the grill – its use is for cooking only. Do not use as a counter.
  5. Circuit breakers for the grill, oven, dishwasher, washer booster, coffee urns, and the large water heater are to be kept off, unless needed for the event.
    - A. Silverware is kept in the supply room.
    - B. Large freezer and refrigerator are kept locked at all times.
- If you need the use of any of the above, you must get approval through the office.
6. All condiments, napkins, etc., must be furnished by the event user.
  7. Cleanup of the kitchen is the responsibility of the individual or organization using the kitchen. The Board of Directors has the right to hold said individual financially responsible for cleanup if needed.

## KITCHEN CHECK LIST

AREA	COMMENTS
PASS THRU WINDOW	Locked Counter cleaned (black marks removed) Must be sanitized
MICROWAVE	Inside and outside cleaned
ICE MACHINE	Never leave scoop in ice machine Place scoop in tray on top of machine Do not return leftover ice cubes to ice machine
SMALL SINK	Used for washing hands only Clean Empty wastebasket under sink
GARBAGE DISPOSAL AREA	If you find water in sink, lift rubber drain cover Clean
DISHWASHER	Clean and rinse Wall (splash area) clean Sink/Counter cleaned and sanitized Locked
STAINLESS STEEL FREEZER	Locked. Must get office approval to use. Clean outside
STAINLESS STEEL REFRIG	Locked. Must get office approval to use. Clean outside
STOVE	Clean – must get special instructions from office Burners off Hood off Locked
GRILL	Must get special instructions from office to use Cleaning is very important. Locked at all times.
BUTCHER BLOCK TABLE	Must be cleaned and sanitized
STAINLESS STEEL TABLE	Cleaned and sanitized
EAST WALL COUNTER	Cleaned and sanitized

AREA

COMMENTS

LARGE COFFEE POTS

Clean and place on sanitized counter

SO/EAST WALL COUNTER/SINK Do not leave anything in sink. Clean

CARTS

Clean and dry

TRASH CANS

Empty trash in outside trash bins. Replace with 33 gal. trash bag which is supplied by Association. Clean out garbage can if necessary before replacing trash bag. **NO TRASH CANS ON COUNTER OR TABLES! HEALTH DEPT. RULE!**

FLOORS

Sweep  
Mop (WET) See special instructions for cleaning floor

SPECIAL INSTRUCTIONS

Black marks found on counters can be removed with a little Comet, found in the upper cabinet over the large sinks. (east wall)

COUNTERS: Disinfectant (Quaternary), a sanitizer, can be found under the garbage disposal. Use 1 pill to 1½ gal. lukewarm water. This is approved by Health Dept. All counters are to be sanitized. Use towels for cleaning (found in cupboard drawer by freezer). Place wet towels in hamper when finished.

FLOOR: Armstrong Once 'n Done floor cleaner can be found under the garbage disposal. The water line is marked on the bucket. Follow directions for amount of cleaner to use. Mops are in the outside cupboard by back door.

FOR ANY PROBLEMS, CALL

DURING OFFICE HOURS

Activity Director or Manager

AFTER OFFICE HOURS

Roy Sager 480-380-7898  
Duane Velde 480-986-6331

## **AUDITORIUM MAIN HALL USAGE GUIDELINES**

### **ALL CLUBS /ORGANIZATIONS REQUESTING ONLY THE MAIN HALL OF THE AUDITORIUM**

- TABLES** ALL TABLES MUST BE WIPED CLEAN AND  
SANITIZED TO MARICOPA COUNTY  
HEALTH CODES.
- FLOORS** MUST BE DRY MOPPED AND IF SPILLED ON  
WIPED UP.
- LIGHTS** (ESPECIALLY STAGE LIGHTS)  
MUST ALL BE SHUT OFF.
- DOORS** WHEN AC OR HEAT IS BEING USED, DO  
NOT PROP OPEN OR LEAVE ANY DOORS  
OPEN. AT THE END OF THE EVENT CHECK  
ALL DOORS TO MAKE SURE THEY ARE  
LOCKED.
- WASHROOMS** WHEN THE EVENT IS OVER, SHUT OFF  
ALL LIGHTS AND CHECK FOR  
RUNNING WATER.

**ANYONE WHO ABUSES THE PRIVILEGE OF ROOM USAGE WILL BE  
DENIED ALL FUTURE RESERVATIONS OF ANY ROOM! THIS ALSO  
INCLUDES OUTSIDE GROUNDS AND FACILITIES!**

## **ICE MACHINE USAGE ONLY GUIDELINES**

**ALL CLUBS/ORGANIZATIONS REQUESTING ONLY THE  
USAGE OF THE ICE MACHINE IN THE AUDITORIUM KITCHEN**

**DUE TO ICE CUBES DROPPING ON THE FLOOR, A COMMERCIAL  
RUBBER BACKED MAT MUST BE PLACED IN FRONT OF THE ICE  
MACHINE AND PICKED UP AFTER THE EVENT. THE FLOOR MUST  
BE CLEANED.**

**THE SCOOP MUST ALWAYS BE PUT IN THE TRAY ON TOP OF THE  
ICE MACHINE, NEVER LEFT IN THE ICE MAKER. IN THE EVENT  
THE SCOOP IS NOT ON TOP OF THE MACHINE, THE CLUB OR  
ORGANIZATION WILL BE RESPONSIBLE TO REPLACE SAME.**

**ICE REMOVED FROM THE ICE MACHINE MAY NOT BE  
RETURNED TO THE MACHINE – YOU MUST THROW IT OUT!**

**ANYONE WHO ABUSES THE PRIVILEGE OF ROOM USAGE WILL BE DENIED ALL  
FUTURE RESERVATIONS OF ANY ROOM! THIS ALSO INCLUDES OUTSIDE  
GROUNDS AND FACILITIES!**

## SAGUARO ROOM

### SINK AREA

Sink cleaned

### COUNTER TOPS

Must be cleaned and sanitized.  
Do not leave misc. utensils or items on counter.

### REFRIGERATOR

Inside clean.  
Outside clean.  
Remove all food.

### TABLES

All tables are to be wiped clean and sanitized.  
Fold tables and put in storage area.

### CHAIRS

Stack neatly against wall.

### LIGHTS

Must be turned off.

### FANS

Must be turned off.

### A/C HEAT

Check thermostat and set on posted temperature.

### TRASH

All trash must be disposed of and taken to dumpster. A 33 gal. Trash bag must be replaced. Bags are supplied by the association. Check with Activity Director.

### DOORS

Check all doors to make sure they are locked.

**ALL AREAS ARE NONSMOKING**

**ANYONE WHO ABUSES THE PRIVILEGE OF ROOM USAGE WILL BE DENIED ALL FUTURE RESERVATIONS OF ANY ROOM. THIS INCLUDES OUTSIDE GROUNDS AND FACILITIES!**

## MESA VERDE ROOM MAIN ROOM

<b>TABLES</b>	All tables must be wiped clean and sanitized. Cleaning supplies are found under sink cabinet.
<b>CHAIRS</b>	Check to see that all crumbs &/or spills are cleaned from chairs. Stack by 2's.
<b>FLOORS</b>	Must be dry mopped (swept) and any spills must be wet mopped. Mops &/or Brooms – return to closet. Wet mop left in upside down position. Do not leave mop in bucket to dry.
<b>LIGHTS</b>	Must be shut off.
<b>FANS</b>	Must be shut off.
<b>A/C &amp; HEAT</b>	Check thermostat & set on posted temperature.
<b>CABINETS</b>	Counter tops must be cleaned and sanitized. All spots and marks removed. Any spills down the front of cabinets must be wiped clean.
<b>DOORS</b>	At the end of event, check all doors to make sure they are locked. Back door of Mesa Verde room leading to hallway and wash rooms must be locked. Check side door in kitchen.

**ALL AREAS ARE NONSMOKING**

**ANYONE WHO ABUSES THE PRIVILEGE OF ROOM USAGE WILL BE DENIED ALL FUTURE RESERVATIONS OF ANY ROOM! THIS ALSO INCLUDES OUTSIDE GROUNDS AND FACILITIES!**

## **MESA VERDE ROOM KITCHEN**

### **SINK AREA**

Sink cleaned  
Garbage Disposal cleaned

### **COUNTER TOPS**

Must be cleaned and sanitized. All spots including marks removed.  
Any spills down the front of cabinets must be wiped off.

**DO NOT LEAVE MISC. UTENSILS OR ITEMS ON COUNTER**

### **COFFEE POTS**

Cleaned & returned to lower cabinets.

### **REFRIGERATOR/FREEZER**

Inside clean  
Outside clean  
Remove all food

### **ICE MACHINE**

Never leave the scoop in the ice machine.  
Ice removed from ice machine may not be returned.  
**YOU MUST THROW IT OUT!**

### **TRASH**

All trash must be disposed in trash container which is located in the rear  
Of the building (south of Bocci Ball Courts) A 33 gal. Bag must be replaced  
Into clean trash containers. Trash bags supplied by Association.

### **FLOOR**

Must be swept and wet mopped if necessary.

### **TURN OFF ALL LIGHTS**

### **LOCK ALL DOORS**

### **CLOSE KITCHEN DOOR**

**SUNLAND VILLAGE EAST**

2145 S Farnsworth Dr.

Mesa, AZ 85208

480-380-0106

**EVENT**

EVENT \_\_\_\_\_ DATE \_\_\_\_\_

This contract is intended to employ the personal services of:

\_\_\_\_\_ Contact Person \_\_\_\_\_

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

\_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Scheduled start date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Cost: \_\_\_\_\_

Event Time: \_\_\_\_\_ to \_\_\_\_\_ Set-up: \_\_\_\_\_ Tear Down \_\_\_\_\_

Room \_\_\_\_\_

Special Requirements by Client: \_\_\_\_\_

Additional Information: \_\_\_\_\_

CANCELLATION of this CONTRACT subject to thirty (60) days written notice, or sooner, by either of the parties signed hereto. Entertainers to provide their own sound equipment and set up.

\_\_\_\_\_ (Date) \_\_\_\_\_ (Date)

\_\_\_\_\_  
(Sunland Village East Agent's Signature)

\_\_\_\_\_  
(Client's Signature)