

Property Owners of Castle Rock

4490 Castlegate Dr.

College Station, Texas 77845

Phone: (979) 690-2330 Fax: (979) 690-0330

Thank you for your inquiry to schedule your event at the Castle Rock Pool Annex. While the pool/splash pad belongs to the community and cannot be reserved, this letter will approve your party exceeding the guest limit of the pool rules. This letter needs to be submitted at least 5 business days prior to the event.

Please complete the information below and return it to the management office in person or by email:

Name _____

Address _____

Email _____

Date of event: _____ Start Time: _____ Ending Time: _____

Intended Use: Pool Pavilion

Splash Pad Pavilion

Purpose to use the facility

Estimated number of Guests _____

Agreement: I understand that in using the community facility that I will be responsible for the safety of the guests attending the event and will ensure that the guests adhere to the pool area rules as posted. I will have no eating or drinking in the Pool Annex as per the rules of the facility. I understand that the pavilion next to the Pool Annex is for all food and drinks and will use this area for my event. I will see that all trash is cleaned up, trash cans are emptied, and all trash is removed from pool area (trash will be placed in your personal trash container for pickup). If there is any additional cleaning to the bath facility, patio areas and/or pools, I understand that the association will have any additional work serviced and I will be responsible for payment to the association.

Signature

Date