



W O O D B U R Y
WOODBURY COMMUNITY ASSOCIATION
PARTY DECORATION FORM

Woodbury Community Association
 108 Lamplighter
 Irvine, California 92620

Woodbury Resident Name: _____ **Home Phone Number:** _____
Address: _____ **Cell Phone Number:** _____
Email Address: _____ **Date of Party:** _____

Deposit check will be shredded if not picked up within 10 days of rental date

***Event Time** (guest arrival time to guest departure time): From: _____ am/pm To: _____ am/pm
***Set Up/Clean Up:** From: _____ am/pm To: _____ am/pm

Reservation Deposit Requirement (Subject to Change**)**

(Check payable to Woodbury Community Association):

Pool Location:	Deposit
Lagoon & Resort Pool* (108 Lamplighter)	\$200.00
Peppertree Square Pool* (Vintage)	\$200.00
Promenade Square Pool* (Iceberg Rose)	\$200.00
Cypress Square Pool* (56 Winding Way)	\$200.00
Date Palm Square Pool* (41 Clocktower)	\$200.00

Pool Location: _____

Number of Guests: _____ ***(6 guests per household)**

Type of function (e.g., birthday party, meeting, etc.): _____

- All decorations must be removed prior to leaving pool area
- All trash must be picked up and thrown away
- No reserving of tables and/or chairs
- 6 guests per household
- Residents must have key fob present with them at all times

Signature: _____ **Date:** _____



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GENERAL DECORATION POLICIES

1. Applicant must be a Woodbury resident and provide proof of residency. We require a current utility bill, photo I.D. or passport, and a community key fob.
2. Applicant must be at least 18 years of age or older.
3. Applicant must submit decoration request at least 7 days prior to the date the event is being held.
4. We accept check ONLY made out to Woodbury Community Association.
5. No selling of any items, including food and beverages.
6. Trash must be taken out to the dumpsters next to the Competition Pool. Please ask office staff or security to unlock the dumpsters for you.
7. No glass of any kind.
8. Decorations must not interfere with other guest's enjoyment of pool.
9. No decorations in any body of water.
10. Paper decorations are suggested and must be contained to party area.
11. Must not obstruct any portion of community facilities.
12. No bounce houses permitted in pool areas.
13. Reservations of tables/chairs are not permitted.
14. The Association does NOT provide cleaning for your event. Please be sure to clean after your event to avoid all or a portion of your security deposit is being forfeited.
15. Candles, open flames, or anything involving fire is strictly prohibited including but not limited to fireworks and sparklers. Smoking is only permitted outside of the Recreation Center. Cigarette butts must be picked up.
16. The throwing of rice, confetti, and birdseed is prohibited.
17. Tents are prohibited.
18. All decorations, displays, food, drinks, etc. must be removed from the facility by the end of the reservation time. Any items left behind will be discarded. Failure to comply with removal of items may result in loss of deposit.
19. No excess noise or unruly behavior.
20. No signs permitted outside of rental area.