

Fox Meadow Master Association, Inc.  
Barn Reservation Agreement

**Fox Meadow Master Association, Inc.  
Barn Reservation Agreement**

The Fox Meadow Master Homeowners Association, Inc. barn is a historic landmark of the Longmont Community. The following guidelines are intended to help you understand the barn reservation procedure and some of the more important rules and regulations.

The barn is available for use by members of the Fox Meadow community ONLY. It is available for private parties, banquets, luncheons and meetings. The barn is available for use year-round, however, it does not have heat or running water. **Use of the barn for commercial purposes is strictly prohibited. Owners who are not current in the payment of their monthly assessments are not entitled to use the barn facility.**

1. Reservations are made on a first come first serve basis. You are encouraged to plan well in advance and call Flagstaff Management at 303-682-0098 at your earliest convenience to discuss future availability of the facility. Reservations MUST be made at least 48 hours in advance. The barn cannot be double booked, only one reservation per day.
2. Procedures for making a barn reservation:
  - a. All reservations are made by phone. Please contact Flagstaff Management at 303-682-0098 to discuss availability and to secure your reservation.
  - b. The legal owner(s) of the home and/or head of household must make reservations. Reservations may not be made by dependents.
  - c. A Facility Usage Agreement must be signed 48 hours prior to the event. A damage deposit must be delivered to Flagstaff Management either in person or by mail. The address to drop off in person or mail is: 900 Coffman St. Suite D, Longmont, CO 80501. **Please provide one personal check made payable to Fox Meadow Master Association.** Damage deposit amount is \$150.00 (refundable). If the usage agreement and damage deposit are not received at least 48 hours in advance of the rental date, access to the facility will be denied.
3. Barn access procedure:
  - a. Once your reservation has been confirmed with **Flagstaff Management**, you will be required to contact Flagstaff Management at 303-682-0098 to set a time up to pick up the key 24-72 hours prior to reservation date. Flagstaff Management is open between 9-3PM Monday through Thursday and 9-12PM on Fridays.

**Please enclose with this form:**

1. **One check made payable to Fox Meadow Master in the amount of \$150.00 (refundable).**
2. **Signed usage agreement ( filled out completely).**

**BARN RULES & REGULATIONS  
FOX MEADOW MASTER HOMEOWNERS  
ASSOCIATION**

1. Maximum occupancy load is 49. It is against fire code to exceed 49. You will be asked to vacate the facility if the occupancy load exceeds 49.
2. Hours are: 9:00 A.M. to 9:00 P.M. Sunday through Thursday and 9:00 A.M. to 10:00 P.M. Friday and Saturday.
3. Barn may not be double booked on any given day.
4. A refundable deposit of \$150.00 is required at the time of booking. The deposit does not limit the liability of the renter.
5. Any damages to the facility may be deducted from the deposit and additional funds required at the discretion of the Fox Meadow HOA Board of Directors. Renters are responsible for all damages.
6. Please clean up appropriately after use and remove all trash. Cleaning fees may be deducted from your deposit.
7. The barn is for the sole use of Fox Meadow Homeowners and all guests must be accompanied by a resident.
8. Must be 18 years or older to reserve the barn. Parties held for children under the age of 18 must be supervised by an adult.
9. Pets must remain on a leash.
10. No loud noise or music is permitted. Renters will be subject to all applicable city laws and codes.
11. No skateboarding, rollerblading or bicycling inside the barn.
12. Failure to comply with the Rules and Regulations will result in the loss of barn privileges.

**PARKING IS LIMITED; PLEASE BE CONSIDERATE OF YOUR NEIGHBORS.**

**BARN IS AVAILABLE TO RENT YEAR ROUND.**

**THE FOX MEADOW HOMEOWNERS ASSOCIATION IS NOT RESPONSIBLE FOR ANY INJURY, LOSS OF LIFE OR PROPERTY, OR DAMAGE TO PERSONAL PROPERTY AS A RESULT OF ANY ACTIVITY IN OR ABOUT THE BARN. THESE RULES ARE SUBJECT TO CHANGE AT ANY TIME BY THE FOX MEADOW HOA BOARD OF DIRECTORS.**

Fox Meadow Master Association, Inc.  
Barn Reservation Agreement

**FOX MEADOW MASTER ASSOCIATION**

I, \_\_\_\_\_ on this date \_\_\_\_\_, 20\_\_\_\_,  
owner of the residence at \_\_\_\_\_, Longmont, Colorado  
80504, sub-association \_\_\_\_\_ have read and agree with the Barn  
Rental Agreement and Barn Rules and Regulations and will apply all Rules and Regulations of the Fox  
Meadow Master Association Inc. to my guests.

**I understand that the deposit will be returned to me by mail following an inspection of the facility to  
make certain the barn has been left in a clean and presentable condition as per the terms of the Barn  
Reservation Agreement.**

I agree to abide by the guidelines set forth in the barn rules and regulations (page 2 of this document) and  
understand that any damages to the facility may be deducted from the deposit and additional funds required  
at the discretion of the Fox Meadow HOA Board of Directors. **I accept responsibility for all damages  
incurred during the date and time of rental specified below.** Upon inspection, should it be determined  
that the Fox Meadow Barn is **not satisfactorily cleaned following a function, a cleaning service WILL  
be hired to clean the clubhouse and such cost will be deducted from the deposit.**

ACCEPTED AND AGREED TO

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Date of Rental:

\_\_\_\_\_, 20\_\_\_\_

---

Signature

---

Print Name

\_\_\_\_\_ I am 18 years of age or older (please initial)

**NOTE: Renting the barn facility is a privilege and not a right. All homeowners are required to be  
current with their monthly HOA dues.**