

# RPHOA Park Guest List Form



Adult members are permitted up to five (5) guests per household. Members' children 12 to 17 years of age, entering the park without an adult, are permitted up to two (2) guests. All guests must sign in at the Customer Service desk before entering the Rockland Park HOA.

Adult members may sign in up to 20 guests using a Park Guest List form with an applicable fee of \$30 +gst. **Park Guest lists are eligible for park use only - guests are not permitted to use the pool/hot tub area.** The Park Guest List form must be submitted to the office seven (7) days prior to event for approval and payment. Members are permitted to submit one (1) Park Guest List per day per household up to a maximum of three (3) per year. Guest lists are approved on a first come, first serve basis. RPHOA accepts a maximum of five (5) lists per day. Once submitted, we will respond to you within 2 business days to confirm approval. Please arrange a back-up plan for bad weather prior to your event.

Residents eligible for membership cannot be signed in as guests.

Park Guest List Forms are available from the Ambassador Desk and on [www.rocklandpark-connect.com](http://www.rocklandpark-connect.com).

Members will assume full responsibility for their guests and their guests' actions at all times while accessing the Rockland Park HOA.

Rockland Park HOA reserves the right to decline access to any group and will not be held responsible for any inconveniences that may have occurred for unapproved guest lists.

Guest Lists will not be approved on days that have scheduled RPHOA Special Events.

## For Office use only:

Approved:      Yes                       No                       by: \_\_\_\_\_

Guest List:      1                                      2                                      3

Note(s):

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# RPHOA Park Guest List Form



Submit completed form 1 week prior (7 days) to your event date to the Rockland Park Ambassador Desk.

You will be notified within 2 business days regarding the approval of your request. Please wait for approval before inviting your guests.

*\*Guest Lists will not be approved during Rockland Park HOA Events. Rockland Park HOA reserves the right to decline access to any group and will not be held responsible for any inconveniences that may have occurred for unapproved guest lists.*

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

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

Event Time: \_\_\_\_\_

Member Name: \_\_\_\_\_

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

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

Guest List:

1		11	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

**Members will assume full responsibility for their guests and their guests' actions at all times while accessing the Rockland Park HOA. Members must remain with their party at all times when accessing the park.**

**Note:** Guest Lists are limited to the Park use only. Please arrange a back-up plan for bad weather prior to your event. If you are also renting a room the guest list portion of your day must occur either **before** or **after** your room rental. The outdoor space is common space and cannot be reserved.

[www.rocklandpark-connect.com/](http://www.rocklandpark-connect.com/)

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