



# MARQUEE

.....

## PARK PLACE H.O.A.

### Elevator Reservation Application

Unit Owner's Name:

Tenant's Name (if applicable):

\_\_\_\_\_

\_\_\_\_\_

Contact Name:

Contact Phone Number:

\_\_\_\_\_

\_\_\_\_\_

Property Address:

Date of Reservation:

\_\_\_\_\_

\_\_\_\_\_

Check one:  Move-In  Move-Out  
 Delivery

If move-out, provide forwarding address:

\_\_\_\_\_

\_\_\_\_\_

Reservation to take place from:  8:00 AM to Noon  
 Noon to 4:00 PM  
 4:00 PM to 8:00 PM

### Agreement

The owner agrees that except as a result of the active negligence of the Homeowners Association, the owner will indemnify, hold harmless, and defend the Association from any claims, losses, expenses or any costs whatsoever including, but not limited to, those resulting from bodily injury, including death and/or damage to property of third parties, the Owner, the Association, its owners, directors, officers, employees and agents, arising out of the function reserved herewith.

I assume responsibility for elevator use by my tenant, \_\_\_\_\_, who may be  
Tenant's Name  
contacted at \_\_\_\_\_, and who resides in unit # \_\_\_\_\_.  
Phone Number

I certify that I am the owner of the above unit and have read and understand the Move-in/Move-out Policy and agree to assume full responsibility thereof.

Owner of Unit: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner's Signature

### INSTRUCTIONS:

Complete and submit this form to Management at least two weeks in advance of the move with a deposit check for \$300.00 (refundable deposit) and a check for \$250.00 (non-refundable) Guard fee or a check for \$75.00 (delivery of only 1 item; i.e. mattress), both payable to Marquee Park Place HOA. The homeowner is responsible for the fees.

Forms should be mailed to:  
Marquee Park Place HOA  
3131 Michelson Drive Irvine, CA 92612 • p 949.250.5785 f 949.250.5787