

Sierra Vista Ranchos Homeowners Association

Epic Association Management

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REQUIREMENTS FOR PARTIES AND EVENTS

Sierra Vista Ranchos is a gated community of approximately 121 residents. The streets are private and the guard gate is manned 24 hours a day, 365 days a year with one guard, except in the case of parties where 19 or more vehicles are expected. In this case, an extra guard is hired for the event to facilitate entry into the neighborhood by party guests and residents alike. The cost of the extra guard is \$_____ for four (4) hours and is paid for by the owner hosting the party. It is **imperative** that Epic Association Management is notified of events prior to the date so that the additional guard can be scheduled.

In an effort to accommodate both residents and party guests, the Board of Directors has adopted the following policy:

1. All parties or events must be registered with the guard and management at least seven (7) days prior to the event.
2. Homeowners expecting in **excess of nineteen (19) vehicles** must notify Epic Association Management of the date and time of the event at least seven (7) days prior so an additional guard can be obtained for the event.
3. For Open Houses, **two (2) weeks' notice** must be given by the homeowner, or the Property Salesperson, to Epic Association Management along with a deposit for a Security Guard by the Salesperson. A homeowner can be billed for the Guard provided they notify Epic Association Management in writing of their desire to be billed on their monthly statement.
4. Guest lists must be provided to management and the Guard House at least **forty-eight (48) hours prior** to the event taking place.
5. If a guest is not listed on the guest list, and the guard is unable to directly contact the host, the guest will be denied access.
6. If a party or event has not been properly registered, guests will be turned away. **No walking in will be allowed.**

These policies are effective immediately. Questions regarding the policies may be addressed in writing to the Board of Directors.

**** If the extra guard is deemed necessary the cost will be charged to the monthly billing statement. The homeowner will be notified.**