



ASSOCIATION OF APARTMENT OWNERS  
156 Opihikao Way • Honolulu, HI 96825  
Phone: (808) 396-8080  
Email: [aoaokioffice@yahoo.com](mailto:aoaokioffice@yahoo.com)

## **CLUBHOUSE APPLICATION** **RULES AND REGULATIONS**

1. Use of the clubhouse is restricted to a sponsor who must be a current resident/owner of Kuapa Isle and must be in attendance on site on the date and time of the function. If the sponsor resident is NOT in attendance during the function, the function will be terminated immediately, and the resident may be barred from making future reservations for the use of the clubhouse. Functions cannot be for commercial organizations or profit meetings/gatherings. **Use of the clubhouse for commercial use or solicitation is prohibited.**
2. Clubhouse rental is available from 8:00 AM to 3:00 PM or 3:00 PM to closing. Any overlap will require payment for 2<sup>nd</sup> half of the day.
3. The sponsor is responsible for the cleaning of the Clubhouse area and for the behavior of his/her guests.
4. When moving of the Clubhouse furniture, the furniture MUST be carried and not dragged on the carpet flooring. Be sure you have enough help to perform this task. The sponsor will be held liable for any damages to Kuapa Isle Clubhouse property.
5. Use of amplified music is **ABSOLUTELY PROHIBITED**. The House Rules against loud music applies and will be enforced. If a complaint is received, the sponsor will be admonished to keep the noise down. If a second complaint is received, the Clubhouse will be closed, and the function will be terminated immediately.
6. Rental of Clubhouse does **NOT** include the use of the **swimming pool or lawn fronting the club house**. No inflatable bounce houses will be allowed.
7. Teenage functions must be attended by at least two (2) adults per twenty-five teens present and **NO ALCOHOLIC BEVERAGES SHALL BE SERVED AT THESE TEENAGE FUNCTIONS.**
8. Clubhouse and 2<sup>nd</sup> floor restrooms must be cleaned, and Clubhouse must be vacated by 10:00 PM. Sunday through Thursday, 11:00 PM. Friday and Saturday evenings and on Federal holidays.
9. Used trash bags are to be taken to the trash dumpster at the Kuapa Isle front entrance. Clean trash bags (provided) are to be placed in trash containers.
10. Upon termination of a function, Clubhouse furniture will be arranged as shown on the diagram posted in the Clubhouse.



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**RULES AND REGULATIONS OF THE CLUBHOUSE:**

11. Because of limited parking, all overflow cars that cannot park in visitors parking at the Clubhouse must park on Hawaii Kai Drive. Absolutely no parking is allowed on any Kuapa Isle street or the unload area in front of the Clubhouse. For small functions, guests should be encouraged to use perimeter-parking stalls leaving the center open for basketball and other activities. However, when necessary, Clubhouse functions have priority for guest parking in the Clubhouse area.
12. Except for the front sliding glass door, **all other sliding glass WILL NOT be opened.**
13. Sponsor also understands that he/she has a responsibility to inform all guests of the Kuapa Isle Rules and Regulations regarding and any other rule that might apply to the Clubhouse use. Sponsor is responsible for compliance by all the guests.
14. Contact the Courtesy Patrol (808-396-8080 ext. #3) on duty to obtain entrance to the Clubhouse facility, to return keys, and for final inspection when function is completed.

DATE OF FUNCTION: \_\_\_\_\_ TIME: \_\_\_\_\_

TYPE OF FUNCTION: \_\_\_\_\_

NO. OF PERSONS ATTENDING (MAX. 100): \_\_\_\_\_

NON-REFUNDABLE FEE (\$40): CHECK# \_\_\_\_\_ CLEAN-UP (\$40): CHECK# \_\_\_\_\_

**CHECKS TO MADE OUT TO: KUAPA ISLE (NO CASH PLEASE)**

**My signature below as sponsor of this function acknowledges the above rules and fees for the use of the Kuapa Isle Clubhouse. I agree to abide by the rules and understand that any additional cleanup by the Kuapa Isle Maintenance staff will be charged \$40.00 per hour per person. I understand that if the House Rules on noises are violated, the function must cease, and the Clubhouse vacated immediately. I also understand that I am fully responsible for the actions of my guests while they are on Kuapa Isle property and could also be held responsible for any incidents that might occur as a result of their attendance at this function and when returning to their homes.**

SPONSOR'S NAME: \_\_\_\_\_ APT. # \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

SPONSOR'S SIGNATURE: \_\_\_\_\_