




FACILITY RENTAL POLICY
SIENNA COMMUNITY ASSOCIATION
SIENNA RESIDENTIAL ASSOCIATION

STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

This Facility Rental Policy for Sienna Plantation Community Association, Inc., sometimes doing business as Sienna Community Association, and Sienna Plantation Residential Association, Inc., sometimes doing business as Sienna Residential Association is hereby adopted by the Board of Directors of Sienna Community Association and the Board of Directors for Sienna Residential Association (collectively referred to herein as the “Boards”), with the approval of TOLL-GTIS PROPERTY OWNER, LLC, a Texas limited liability company (“Declarant”), and replace in their entirety any previously recorded or implemented rules that address the subjects contained herein.

WHEREAS, the lots encumbered by this Policy are (i) those lots restricted by the Sienna Plantation Amended and Restated Master Covenant (Sienna Plantation Community Association, Inc.), filed under Clerk’s File No. 2019035843 in the Official Public Records of Fort Bend County, Texas, as same has been or may be amended from time to time (“Covenant”), and any other property which has been or may be subsequently annexed thereto and made subject to the authority of the Sienna Plantation Community Association, Inc. (“SPCAI”), and (ii) those lots restricted by the Second Amended and Restated Declaration of Covenants, Conditions and Restrictions for Sienna Plantation (Sienna Plantation Residential Association, Inc.) recorded under Clerk’s File No. 2012104699 in the Official Public Records of Fort Bend County, Texas (the “Declaration”), as same may be amended from time to time, and any other property which has been or may be annexed thereto and made subject to the authority of the Sienna Plantation Residential Association, Inc. (“SPRAI”); and

WHEREAS, the Covenant and the Declaration are collectively referred to herein as the “Declarations”; and

WHEREAS, the facilities that are the subject of this Policy are owned by SPCAI and SPRAI (collectively referred to herein as the “Association”); and

WHEREAS, SPCAI and SPRAI desire the facilities to be amenities shared by the residents of SPCAI and SPRAI communities; and

WHEREAS, the Boards, with the approval of Declarant, hereby adopt this Policy pursuant to the authority set forth in the Declarations.

NOW, THEREFORE, BE IT RESOLVED THAT the Boards do hereby adopt this Policy, which run with the land and are binding on all owners and lots encumbered by the Declarations. This Policy will

become effective upon recording of same. After the effective date, this Policy replaces any previously recorded or implemented rules or policy that addresses the subjects contained herein.

I. POLICY STATEMENT

Sienna is proud of its environment and facilities and is pleased to offer use and enjoyment to members and guests through community group reservations and rentals for private events. Sienna is also a residential community and is committed to maintaining an environment respectful of the residents' right to the quality of life our community fosters. With this in mind, the Association has established this Policy governing reservations and rental events in order to extend the enjoyment of its facilities, while preserving the residential nature of the community.

In consideration of the rights and privileges of reservation and rental use of Facilities, Applicants agree on their own behalf, and on behalf of their agents, contractors, licensees, invitees, participants and/or guests, to be bound by the following Policy.

Sienna Residential Association and Sienna Community Association facilities shall hereinafter be collectively referred to as 'Facilities'.

II. PROCEDURES FOR RESERVING FACILITIES (NON-POOL)

Facilities shall be available on a first-come, first-serve basis. Reservation applications for use of Facilities

Reservations requests are accepted a minimum of ten (10) business days in advance of a function. Facilities may be reserved a maximum of one year in advance from the current date. (i.e. on Oct. 1, 2020, reservations will be accepted through Oct. 1, 2021). Re-occurring weekly rentals (ex. same day and time each week) will be permitted for a maximum period of 12 months.

All applications are administered by the Association's Hospitality Staff through the online reservation system and reviewed/approved by the Association's Recreation Director. The Applicant will be notified within ten (10) business days of receipt of an application to confirm the availability of Facilities for the date and times requested and will review the rental security and associated costs. Submittal of application prior to notification of approval from Association does not reserve a facility. All reservation fees (including security deposit and security fees---if necessary) must be submitted at the time of reservation request.

Reference **Exhibit A** for Facility-specific days and times available for rental.

III. ELIGIBILITY

- A. Facility reservations and rentals are limited to individuals residing in either Sienna Residential Association or Sienna Community Association (the "Association").
- B. Applicants must be a legal owner or lessee of a residential property in the Association and must show acceptable proof of residence in the Association.
- C. An owner's (Applicant's) use of common property and facilities may be suspended if the owner has delinquent account status. Refer to the Association's Collection Policy and Payment Plan Guidelines, recorded in the Official Public Records of Fort Bend County, Texas and available on www.siennanet.com. For Applicants who are leasing an Association property, the property owner cannot be in delinquent account status.
- D. The person submitting the application must handle all transactions, inquiries, and changes.

- E. Applicant must provide the name and contact information for at least one (1) additional alternate individual as a contact for the reservation.
- F. Applicant is required to be present at the event and available to the Association during the entire course of the event for which the Applicant made a reservation.
- G. The right of rental or use of Facilities is exclusive to Applicant. Applicant shall not have the right to sublease or assign its reservation to another group or organization. Nor shall the use of the facilities be for any other purpose other than what is stated on the application.
- H. The Association reserves the right to disapprove the application to reserve or rent Facilities based on the Applicant's and/or Applicant's guests' previous rental history.
- I. Facilities may not be reserved or rented for commercial purposes except for the purpose of employee meetings and special events.
- J. The Association reserves the right to disapprove applications for events that are deemed political, social, policy activity, or policy critiquing in nature, or events deemed divisive, illegal, or immoral.
- K. Any reservation or rental agreement is revocable by the Association at any time upon good cause. This rental agreement may be terminated by the Associations by giving thirty (30) days advance notice, or otherwise terminated via notice to the renter as identified on the submitted application (via written and telephone notification).

IV. NON-PROFIT & COMMUNITY GROUP USE

Facilities are available for Sienna-based 501(c)(3) non-profit organizations and community groups for group meetings and official business use ONLY. "Sienna-based" is defined as groups in which 75 percent of the individuals belonging to Applicant group are Association residents and their organization/group is open to all Sienna residents. The Association reserves the right to request organization rosters reflecting addresses of membership so as to confirm residency. Groups and organizations must adhere to the following restrictions:

Non-profit / Community Group Guidelines:

- A. Shall be limited to organizations of ten or more persons
- B. Maximum of one (1) use per month (free of charge)
- C. Maximum of three (3) hours per use (free of charge)
- D. Association is not responsible for setup, take down, or cleanup
- E. Groups may not rent Facilities for other organizations/individuals at non-profit rates
- F. Alcohol is not permitted
- G. Groups are subject to fees associated with staffing and security as deemed necessary by the Recreation Director. If the Recreation Director determines (additional) Association staff or security is necessary for the group's event, the group will incur all costs associated with the additional staff and/or security.
- H. Use is subject to approval by the Recreation Director

The Association has established free hours for use of Facilities by non-profit organizations and community groups that meet the above guidelines – refer to **Exhibit A** for free Facility use hours. Requests for Non-Profit and Community Group use during hours not specified as free are subject to the standard fees on the Facility Rental Fees document provided with this Policy. Verification for Non-Profit and Community Group status is required upon application for consideration of use of Facilities during the free use hours identified in **Exhibit A**.

V. UNAVAILABLE RENTAL DATES

Facilities are not available for rental reservations on the following dates, unless historical precedence has been established:

New Year's Eve	New Year's Day	Easter (Fri-Sun)
July 4 th	Memorial Day (Sat-Mon)	Labor Day (Sat-Mon)
Thanksgiving (Thurs-Sun)	Christmas Eve	Christmas Day

Facilities are also not available for rental reservations on any dates identified as holidays by the Association Office.

VI. CONDUCT AND COMPLIANCE WITH APPLICABLE LAWS AND DEDICATORY INSTRUMENTS

Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests using Facilities shall comply with the laws of the United States, the State of Texas, and all rules regulations, laws and ordinances adopted by Fort Bend County, as well as Association Rules, Regulations, Policies and other Dedicatory Instruments. Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests will be subject to all applicable law enforcement penalties while on Association's premises.

Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests are required to conduct themselves in a manner which will not interfere with the Association and residents, or their enjoyment of the residential community. Obnoxious, abusive, destructive, reckless, rude or boisterous behavior will not be tolerated.

Applicant hereby assumes full responsibility for the character and acts and omissions for all Applicant's agents, contractors, licensees, invitees, participants and/or guests, attending the event that may result in a violation of any of the terms and conditions set forth herein.

The Association reserves the right at all times to control, and the right to remove from the premises, any and all objectionable person or persons. Persons visibly under the influence of drugs or alcohol will be required to leave the premises and surrounding areas.

VII. OCCUPANCY LIMITS

A maximum number of persons permitted to occupy a particular Facility and room are set forth in **Exhibit A**.

VIII. PARKING

Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests are required to drive and park motor vehicles in accordance with applicable laws and posted regulations. Parking is permitted only in designated areas. **Please note: parking at Facilities may be significantly reduced during pool operating season, April - September.** Association is not able to guarantee a specific number of parking spaces or guarantee the accommodation of specific parking requirements.

If the number of attendees at an event exceeds the total number of available spots for the site being utilized a parking plan prepared by the group reserving Facilities will be required. If street parking is necessary, it must be in accordance with the posted street signs. No parking is permitted in the circle drives adjacent to the Club Sienna or Sawmill Lake Club buildings.

Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests are required to remain inside the facility throughout the event. Guests will not be permitted to remain in their cars, the parking lot, or on the streets and sidewalks except for their arrival and departure. Guests shall not cause excessive vehicle noise, vehicle audio system noise, cause undue traffic congestion or drive recklessly when arriving to and leaving the event.

IX. EQUIPMENT

NO OUTSIDE EQUIPMENT, including but not limited to cooking devices, music/sound equipment, smoke machines, electrical devices, and special lighting shall be permitted within Facilities and premises without advance written consent of the Association. Association reserves the right to prohibit outside equipment or rental services to be brought into the facility if it is deemed to potentially create additional risk to the facility or furnishings or necessitate additional custodial or Association services. The Association reserves the right to require additional insurance requirements (see Insurance and Liability section) for any equipment that is brought onto the premise.

Additionally, any use of outside equipment/vendors/party features on Association sites first requires approval by the Recreation Director. These types of renter-provided amenities must be expressly included in the submitted application and without approval from the Recreation Director, may not be used on Association property.

Examples of permitted equipment/vendors/party features:

- dj's (see below)
- face painters
- balloon artists
- art activities
- magicians
- gaming buses
- outdoor movie screens
- food trucks (with current permits)

Examples of NON-permitted equipment/vendors/party features:

- amusements rides
- bounce houses (moon walks/physical activity inflatables)
- animals (EX: petting zoos and all livestock, etc.)
- dunking booths
- smoke machines

All equipment/vendors/party features (whether listed above or not) require disclosure by renter and authorization by Association Staff. Items not explicitly listed above are subject to approval or denial by Association Staff at their sole discretion.

The sound level of musical or sound equipment will be closely monitored by the Association and the Association reserves the right to require the Applicant to reduce sound levels if deemed necessary. Failure to reduce sound levels upon request by the Association can result in immediate termination of the event and deposit may be forfeited. **No music is permitted outdoors (including on patios) after 10 p.m.**

Storage of any equipment or supplies prior to function or following function is not available.

X. NO SMOKING OR GLASS CONTAINERS

There is a NO SMOKING POLICY (including e-cigarettes) inside and within 50 feet of the Facilities.

XI. DECORATIONS

No decorations of any type shall be attached to the structures, ceiling, walls, or furnishings within Facilities and premises. NO GLITTER, CONFETTI, RICE OR BIRDSEED SHALL BE PERMITTED inside Facilities or anywhere on the premises or grounds. The use of thumbtacks, staples and tape on structures, ceilings, walls or furnishings is strictly prohibited and will result in the loss of all or part of the User's facility use deposit.

XII. TABLE COVERINGS

Table coverings must be used on any table where food, beverage, paints, or other liquids will be used. Plastic, paper, or cloth varieties are permitted and must be provided by Applicant.

XIII. CLEAN UP

Applicant shall return Facilities and its furnishings and property in the same condition as received. Applicants agree to remove all bagged garbage from the function to the appropriate facility dumpster following the function.

All Facilities, including parking lots, must have been promptly cleared and vacated within one hour (60 minutes) after the end of the event. Any event which fails to vacate the Facilities at the designated time shall result in forfeiture of the security deposit.

XIV. EMERGENCIES

If additional Association staff, other than those already on duty, are called out to respond to an emergency that is not the fault or responsibility of the Association, Applicant will be billed a minimum of \$75.00 for the first hour and \$50.00 per hour thereafter for services rendered.

XV. UNDERSTANDING & RESPONSIBILITY FOR LAWS AND DEDICATORY INSTRUMENTS

It is the Applicant's responsibility to obtain copies of, and become familiar with, all applicable laws, Rules, Regulations, Policies and other Dedicatory Instruments prior to the event. Applicant will be held responsible for making sure all Applicant's agents, contractors, licensees, invitees, participants and/or guests know and understand the importance of this Policy, and all laws, Rules, Regulations, Policies and other Dedicatory Instruments prior to commencement of the event.

XVI. NON-CONFORMING EVENTS

Events that have been scheduled based on false or misleading information provided by the Applicant or Applicant's agents, contractors, licensees, invitees, participants and/or guests shall be rejected or canceled.

Events that do not conform to accepted community standards, the requirements and standards stated herein, and/or any violations by Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests, will result in immediate cancellation and/or termination of the event and forfeiture of the rental amount and security deposit. No exceptions will be made.

XVII. EVENT SECURITY

Association has the right to require uniformed law enforcement officers for any and all events.

Cost for security, as determined by Association, shall be paid for by the Applicant. All reservation fees (including security deposit and security fees---if necessary) must be submitted at the time of reservation request. Security fees shall be included in the total quote provided to Applicant at the time of reservation request submittal. Applicants are not permitted to employ their own security officers.

Law enforcement officers will have full authority to enforce the provisions of this Rental Agreement, and any and all laws, Rules, Regulations, Policies and other Dedicatory Instruments.

At the discretion of Association, at least one (1) uniformed law enforcement officer, and such additional officers as shall be required for the reservation or rental. Law enforcement officers will be scheduled by Association, shall be in attendance at the full duration of the event at Facilities, beginning a minimum of thirty (30) minutes prior to commencement of the event, and will be scheduled through the designated ending clean time specified on the application. If the Applicant goes beyond the scheduled ending clean up time, the Applicant will be responsible for the additional costs incurred for security. This requirement may be modified at the discretion of the Association. All costs and payments for law enforcement officers shall be the responsibility of the Applicant, and shall be controlled by Association.

Standard Security Guidelines:

- Any event hosting 50 guests or more will require a minimum of one (1) uniformed law enforcement officer on duty
- Any event serving alcohol will be required to have a minimum of one (1) uniformed law enforcement officer on duty
- Any additional requirements in respect to security officers are at the sole discretion of the Association.
- All rental functions serving alcohol must adhere to the minimum drinking age state law of 21 years for all guests and anyone serving alcohol must also be 21 years of age or older.
- Any event in which monies are changing hands (fundraising, etc.) will be required to have a minimum of one (1) uniformed law enforcement officer on duty.

The Association has the right to require additional law enforcement officers, paid for by the Applicant. Such additional security may be required based on the size of the group, average age of the group, nature of the event and activities, hours and duration of the event, presence of alcoholic beverages, live entertainment and past experience with a group.

If additional uniformed law enforcement officers are called out due to a disturbance, Applicant will be charged for the extra officers at a rate equal to one and one-half times (1 ½) times their regular hourly rate.

XVIII. PERSONAL PROPERTY

The Association is not responsible for losses, damages and/or misplaced personal property placed in or on its facilities or grounds by the Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests. Furthermore, the Association is hereby released and discharged from any and all liability for loss, injury or damage to persons or property that may be sustained arising out of the use of Facilities and its grounds, or by security services.

After expiration of the rental time/agreement, or termination and/or cancellation of the event, by Association or Applicant, the Association reserves the right to remove from the facilities all personal property remaining and to store or dispose of the same wherever and however it sees fit at the cost, expense and risk of the Applicant. The Association shall not be liable in any way to Applicant, participants or guests on account of removing, storing or disposing of such personal property.

XIX. CANCELLATIONS, DAMAGES AND SECURITY DEPOSITS

Payment for Rental & Security Deposits

Payments for both rental fees and security deposits must be made online in the reservation system. Rentals not paid in full are subject to cancellation. **Unused hours for rental fees and security are non-refundable.**

The amount of the damage/security deposit is set forth in the Facility Rental Fees provided with this Policy. Provided, however, if the proposed event is to include activities which, in the opinion of the Association, create additional risk to the facility or furnishings, or necessitate additional custodial services, the Association is authorized to require such additional amounts for the security deposit as the Association deems commensurate with the additional risk or services required.

Purpose and Use of Security Deposits

The security deposit shall be used to repair, replace or compensate for any property of the Association which is damaged or missing as a result of use by the Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests or shall be used to compensate for the minimum number of hours of rental and the Association costs established on the accompanying fee schedules if the Applicant does not show or the event is terminated due to violations of the requirements to comply with laws, ordinances, Rules, Regulations, Policies or other Dedicatory Instruments. An additional charge will be billed to the Applicant if damages or the Association's emergency response exceed the security deposit.

Applicant is required to leave the Facilities in the same condition as found upon arrival. Applicant assumes liability for the cost of repairing damage or loss to Association property caused by Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests, and agrees to reimburse Association for all costs which may be incurred in excess of the damage/security deposit for repair, replacement, or payment for any property of the Association which is damaged, destroyed, misplaced or stolen, by Applicant, participants or guests.

In facility use during non-profit hours by non-profit organizations or community groups, in the event there are damages, Applicant assumes liability for the cost of repairing damage or loss to Association property caused by Applicant and Applicant's agents, contractors, licensees, invitees, participants and/or guests, and agrees to reimburse Association for all costs which may be incurred in excess of the damage/security deposit for repair, replacement, or payment for any property of the Association which is damaged, destroyed, misplaced or stolen, by Applicant, participants or guests. Until the Association has been compensated for such loss, said organization shall no longer have access to Facilities.

Should an event's actual attendance exceed the designated number on the application by 10% or more, Applicant will forfeit their security deposit in full. Should an event not conform to or otherwise deviate from the description provided at the time of application, Applicant will forfeit their security deposit in full, the Association reserves the right to terminate the event immediately, and any fees paid will not be prorated or returned for early termination.

CANCELLATION POLICY:

61+ days prior to rental – 1 hour rental cancellation fee (taken from deposit); amount varies

60 – 16 days prior to rental – forfeit 50 % of rental fees

15 – 1 day prior to rental—forfeit 100% of rental fees

Return of security deposit may take up to but not exceed thirty (30) days, to determine the full extent of damage and to make all repairs and/or secure replacement. Security deposit refunds for completed functions will be returned to Applicant via the online registration system in the form in which they were paid. Deposits made in the form of a check will be issued by the Association to the Applicant within approximately four-to-six weeks after the function.

XX. LIABILITY INSURANCE AND INDEMNIFICATION

The Association reserves the right to require applicants, when it is deemed necessary, to provide liability and/or property damage insurance and any other coverage to protect the property of Association.

APPLICANT AND APPLICANT'S AGENTS, CONTRACTORS, LICENSEES, INVITEES, PARTICIPANTS, AND/OR GUESTS, DO HEREBY RELEASE AND FOREVER DISCHARGE, INDEMNIFY AND HOLD HARMLESS THE SIENNA PLANTATION RESIDENTIAL ASSOCIATION, INC., THE SIENNA PLANTATION PROPERTY OWNERS ASSOCIATION, INC., THE SIENNA PLANTATION COMMUNITY ASSOCIATION, INC., SIENNA/JOHNSON DEVELOPMENT, L.P., TOLL-GTIS PROPERTY OWNER, LLC., ANY AND ALL AFFILIATED OR ASSOCIATED COMPANIES AND ALL OFFICERS, DIRECTORS, SHAREHOLDERS, PARTNERS, EMPLOYEES, AGENTS AND CONTRACTORS OF ANY OF THE FOREGOING ENTITIES, FROM ANY AND ALL ACTIONS, CLAIMS, DAMAGES, LIABILITY FOR BODILY OR PERSONAL PROPERTY INJURY OR DAMAGE CONNECTED WITH OR ARISING OUT OF (DIRECTLY OR INDIRECTLY) THE USE OF SIENNA COMMUNITY FACILITIES BY APPLICANT, APPLICANT'S AGENTS, CONTRACTORS, LICENSEES, INVITEES, AND/OR GUEST.

XXI. CONTACT INFORMATION

For further information or clarification of the Facility Rental Policy, please contact the Sienna Association Recreation Department at rentals@clubsienna.com or at 281-778-2582.

XXII. FACILITY RENTAL FEES

Facility Rental Fees are available on the facility rental information page located online at www.siennarec.com.

Policy Name	Approved/Finalized	Revised
Facility Rental Policy		October 23 & 24, 2023
Facility Rental Policy		October 21, 2020
Facility Rental Policy	November 1, 2018	November 1, 2018
Facility Rental Policy	April 23, 2018	April 23, 2018
Facility Rental Policy	May 24, 2017	May 24, 2017
Facility Rental Policy	August 17, 2015	August 17, 2015
Facility Rental Policy	January 28, 2013	January 28, 2013
Facility Rental Rules & Regulations	September 27, 2006	September 27, 2006
Facility Rental Rules & Regulations	December 1, 2005	

EXHIBIT A – FACILITY RENTAL HOURS & OCCUPANCY LIMITS

NOTE: Total hours used for all functions must include set up and clean up time and must fall within the hours outlined below.

**BRUSHY LAKE PAVILION,
CLUB SIENNA AMPHITHEATER, CLUB SIENNA TRAIN DEPOT**

Hours for Paid Reservations

Sunday – Saturday 8:00 AM – 9:00 PM

Hours for Non-profit and Community Group Reservations (No Fee)

Monday – Thursday 9:00 AM – 9:00 PM
Friday 9:00 AM – 6:00 PM
Saturday 9:00 AM – 12:00 PM

Occupancy Limits

Brushy Lake Pavilion	60	Train Depot	60
Club Sienna Amphitheater	500		

CLUB SIENNA**Hours for Paid Reservations**

Sunday – Thursday 8:00 AM – 10:00 PM
Friday & Saturday: 8:00 AM – 12:00 AM

Hours for Non-profit and Community Group Reservations (No Fee)

Monday – Thursday 9:00 AM – 9:00 PM
Friday 9:00 AM – 6:00 PM
Saturday 9:00 AM – 12:00 PM

Occupancy Limits

Club Sienna – Sienna Room 80

SAWMILL LAKE CLUB**Hours for Paid Reservations**

Sunday – Thursday 8:00 AM – 10:00 PM
Friday & Saturday: 8:00 AM – 12:00 AM

Hours for Non-profit and Community Group Reservations (No Fee)

Monday – Wednesday 9:00 AM – 9:00 PM

Occupancy Limits

Sawmill Lake Club – Varney A	64	Sawmill Lake Club – Varney B	48
Full Sawmill Lake Club	200		

SAWMILL LAKE PAVILION

Hours for Paid Reservations

Sunday – Thursday 8:00 AM – 10:00 PM
Friday & Saturday: 8:00 AM – 12:00 AM

No Non-profit Availability(No Fee)

Occupancy Limits

Sawmill Lake Pavilion – 96

[POLICY SIGNATURE PAGES FOLLOW]

CERTIFICATION

I hereby certify that, as President of the Sienna Community Association, the foregoing Policy was approved on the 23rd day of October, 2023, at a meeting of the Board of Directors at which a quorum was present.

DATED, this the 23rd day of October, 2023.

Jimmie F. Jenkins

Jimmie F. Jenkins

Jimmie F. Jenkins, President

STATE OF TEXAS

§

COUNTY OF Fort Bend

§

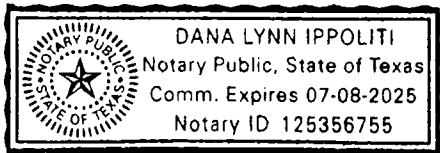
§

BEFORE ME, on this day personally appeared Jimmie F. Jenkins, the President of the Sienna Community Association, known by me to be the person whose name is subscribed to this instrument, and acknowledged to me that he executed the same for the purposes herein expressed, in the capacity herein stated, and as the act and deed of said corporation.

Given under my hand and seal this the 23rd day of October, 2023.

Dana Lynn Ippoliti

Notary Public – State of Texas



CERTIFICATION

I hereby certify that, as Secretary/Treasurer of the Sienna Residential Association, the foregoing Policy was approved on the 24th day of October, 2023, at a meeting of the Board of Directors at which a quorum was present.

DATED, this the 24th day of October, 2023.

Derek Goff

Derek Goff, Secretary/Treasurer

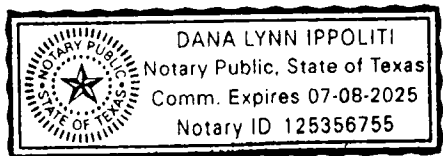
STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

BEFORE ME, on this day personally appeared Derek Goff, the Secretary/Treasurer of the Sienna Residential Association, known by me to be the person whose name is subscribed to this instrument, and acknowledged to me that he executed the same for the purposes herein expressed, in the capacity herein stated, and as the act and deed of said corporation.

Given under my hand and seal this the 24th day of October, 2023.

Dana Lippoliti

Notary Public – State of Texas



APPROVED, this the 23rd day of October, 2023.

TOLL-GTIS PROPERTY OWNER, LLC, a Texas limited liability company

By: J.F. Jenkins

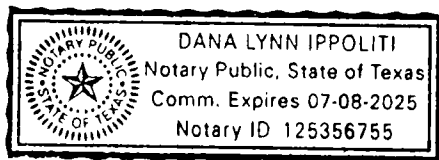
Printed Name: Jimmie F. Jenkins

Title: Authorized Representative

THE STATE OF TEXAS

COUNTY OF Fort Bend §
§

This instrument was acknowledged before me this 23rd day of October, 2023 by Jimmie F. Jenkins Authorized Rep. of Toll-GTIS Property Owner, LLC, a Texas limited liability company, on behalf of said company.



Dana Ippoliti
Notary Public – State of Texas

After Recording Return To:

Dana Ippoliti
Sienna Associations
9600 Scanlan Trace
Missouri City, Texas 77459



RECREATION FACILITY RENTAL FEE SCHEDULE

To make your reservation go to siennarec.com/rentals

CANCELLATION POLICY:

- 61+ days prior to rental – 1 hour rental cancellation fee (taken from deposit); amount varies**
- 60 – 16 days prior to rental – forfeit 50 % of rental fees**
- 15 – 1 day prior to rental—forfeit 100% of rental fees**

ROOM / BUILDING RENTALS:

SIENNA ROOM @ Club Sienna (9600 Scanlan Trace) (Maximum 80 people)

Rental Fee (4 hour min)	\$480.00
Hourly Fee (over 4 hours)	\$120.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Hour/ Per Officer (min. 3 hrs)

CONFERENCE ROOM @ Club Sienna (9600 Scanlan Trace) (Maximum 15 people)

Rental Fee (4 hour min)	\$320.00
Hourly Fee (over 4 hours)	\$80.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Hour/ Per Officer (min. 3 hrs)

VARNEY ROOM – A @ Sawmill Lake Club (10323 Mount Logan) (Max 64 people)

Rental Fee (4 hour min)	\$480.00
Hourly Fee (over 4 hours)	\$120.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

VARNEY ROOM – B @ Sawmill Lake Club (10323 Mount Logan) (Max 48 people)

Rental Fee (4 hour min)	\$460.00
Hourly Fee (over 4 hours)	\$115.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

**FULL SAWMILL LAKE CLUB (LESS THAN 6 MONTHS IN ADVANCE)
with Lobby and Patio Access @ Sawmill Lake Club* (10323 Mount Logan)** (Max 200 people)

Rental Fee (4 hour min)	\$1740.00
Hourly Fee (over 4 hours)	\$435.00
Deposit	\$800.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

FULL SAWMILL LAKE CLUB (6 MONTHS- 1YEAR IN ADVANCE)
with Lobby and Patio Access @ Sawmill Lake Club* (10323 Mount Logan) (Max 200 people)

Rental Fee (4 hour min)	\$2600.00
Hourly Fee (over 4 hours)	\$650.00
Deposit	\$800.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

LAKESHORE ROOM @ Sawmill Lake Event Pavilion
(LESS THAN 6 MONTHS IN ADVANCE) (10333 Mount Logan) (Maximum 96 people)

Rental Fee (2 hour min)	\$400.00
Hourly Fee (over 2 hours)	\$200.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

LAKESHORE ROOM @ Sawmill Lake Event Pavilion
(6 MONTHS- 1YEAR IN ADVANCE) (10333 Mount Logan) (Maximum 96 people)

Rental Fee (2 hour min)	\$600.00
Hourly Fee (over 2 hours)	\$300.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

FOUNTAIN BOARD ROOM @ Sawmill Lake Event Pavilion
(LESS THAN 6 MONTHS IN ADVANCE) (10333 Mount Logan) (Maximum 16 people)

Rental Fee (1hour min)	\$70.00
Hourly Fee (over 1hours)	\$70.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

FOUNTAIN BOARD ROOM @ Sawmill Lake Event Pavilion
(6 MONTHS- 1YEAR IN ADVANCE) (10333 Mount Logan) (Maximum 16 people)

Rental Fee (1hour min)	\$105.00
Hourly Fee (over 1hours)	\$105.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

AMPHITHEATER / PAVILION RENTALS:

AMPHITHEATER (9600 Scanlan Trace)

(Maximum 500 people)

Rental Fee (4 hour min)	\$700.00
Hourly Fee (over 4 hours)	\$175.00
Deposit	\$500.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

BRUSHY LAKE PAVILION (10515 Shipman’s Landing Dr)

(Maximum 60 people)

Rental Fee (4 hour min)	\$100.00
Hourly Fee (over 4 hours)	\$25.00
Deposit	\$100.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

TRAIN DEPOT PAVILION (9600 Scanlan Trace)

(Maximum 60 people)

Rental Fee (4 hour min)	\$100.00
Hourly Fee (over 4 hours)	\$25.00
Deposit	\$100.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour (min. 3 hrs)

POOL RENTALS:

OPEN HOUR POOL PARTIES (PUBLIC)

- Available on days the pool is open during normal operating hours only.
- Pool parties are not available on holidays or holiday weekends.

(Maximum 25 people)

“Open Hour” Fee (2 hr min)	\$150.00
Addt’l Hour Fee (max 2 hrs)	\$75.00
Deposit	\$150.00

AFTER HOURS POOL PARTIES (PRIVATE)

- Available on days the pool is open, from 8:30pm-11:00pm ONLY.
- The dates available will be during the main pool season. (not during the school year).
- Pool parties are not available on holidays or holiday weekends.

CLUB SIENNA POOL (9600 Scanlan Trace) (Maximum 150 people)

“After Hours” Rental Fee 8:30pm-11:00pm	\$1500.00
Lifeguard Fee	\$701.25
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour

BRUSHY LAKE POOL (10515 Shipman’s Landing Dr) (Maximum 100 people)

“After Hours” Rental Fee 8:30pm-11:00pm	\$750.00
Lifeguard Fee	\$382.50
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour

RESORT POOL (7102 Sienna Ranch Rd) (Maximum 150 people)

“After Hours” Rental Fee 8:30pm-11:00pm	\$1125.00
Lifeguard Fee	\$701.25
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour

STEEP BANK POOL (3777 Sienna Pkwy) (Maximum 60 people)

“After Hours” Rental Fee 8:30pm-11:00pm	\$500.00
Lifeguard Fee	\$191.25
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour

SAWMILL LAKE CLUB POOL (10200 Mount Logan) (Maximum 100 people)

“After Hours” Rental Fee 8:30pm-11:00pm	\$950.00
Lifeguard Fee	\$510.00
Deposit	\$400.00
Security Fee (if necessary)	\$65.00 Per Officer/Per Hour