

**Brookside Gardens Home Owner's Association (HOA)
Realtor Open House Policy
July 2014**

The Brookside Gardens HOA policy on Realtor's holding Open Houses in the community follows:

The homeowner must request approval from the Home Owner's Association to hold an Open House no less than 10 days prior to the proposed event by completing and submitting this application (available at the CSS website). A response to the request (approval/disapproval with reasons) will be communicated to the homeowner as promptly as possible.

The duration of the Open House must not exceed 6 hours. The HOA will coordinate Gate openings. Vehicle parking must be in approved locations only (*safely parking on the street is allowed, but not on the grass*). Signage may be placed on the day of the event and should include directions to property as needed. They must be removed and disposed of promptly once the event is completed.

Open House events are subject to normal HOA Rules and Regulations

Requests must be sent via email to: BSGHOA@gmail.com

Open House Request

Owner: _____

Date submitted: _____

Address: _____

Date of event: _____

Hours: _____ to _____

I have read, accept and will comply with the conditions of the Open House policy.

Contact: Phone: _____

Email: _____

Request received: Date/time: _____

By: _____

Approved: _____

Denied: _____

Comments: _____
