

*The Lake Forest  
Community Association, Inc.*

**Neighborhood Party Policy**

For all parties or activities in which 25 or more vehicles from outside the neighborhood are expected, the resident having the party or activity must abide by the following:

- (1) The resident must provide either a valet or a shuttle service to handle efficient parking of cars without infringing on neighbors. The cost of valet or shuttle service will be solely the responsibility of the resident having the party or activity.
- (2) A list of guests must be provided to the appropriate gatehouses with a copy to the representative of the community's management company (currently SBB Management - phone number 972-960-2800; facsimile number 972-991-6642) at least three workdays in advance and must include a list of all guests, attendees and deliveries. All changes should be provided to the gatehouses by noon the day of the party or activity. This list will enable the guards to allow your guests prompt entry. **Although not required for smaller parties or activities, it is advisable to provide such a list anytime a resident is having a party or activity. This will enable the guards to be more efficient in allowing entry for guests.**
- (3) In some cases, there may be a charge for an additional guard at the entry. The resident or residents will be notified by the security company as soon as it is determined if an additional guard will be needed. The cost of the additional guard will be divided among the residents having the parties or activities. In no event should a resident hire their own guards to perform this service.