

**ALTAMIRA CONDOMINIUM AT NORTH  
HUTCHINSON ISLAND**

c/o Elliott Merrill Community Management  
835 20<sup>th</sup> Place, Vero Beach, FL 32960  
Phone (772) 569-9853 ~ Fax (772) 569-4300

**Party Room Reservation Request Form**

**Event Details**

Event Date: \_\_\_\_\_ Event Time (Start and End): \_\_\_\_\_

Expected Number of Guests: \_\_\_\_\_

**Unit Owner Information**

Owner Name: \_\_\_\_\_

Building Number: \_\_\_\_\_ Unit Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Reservation Agreement**

By submitting this form, I acknowledge that my guests and I will adhere to the condominium's rules and regulations during the event. I also agree to return the party room in the same condition in which it was received. I understand that this reservation request operates on a first-come, first-served basis and requires board approval.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return the completed form to Naomi Loriston at [naomil@elliottmerrill.com](mailto:naomil@elliottmerrill.com)

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**For Association Use Only**

Board Member Approval: \_\_\_\_\_  
Print Name Signature

Date of Approval: \_\_\_\_\_