

**Friends of Westwind, Inc.
Waiting List Agreement - 2006**

Westwind offers horse boarding in the main barn, in the feeding pasture, and in Byrne pasture. Each area offers different services. We maintain a waiting list for each area and for trailer parking, available to boarders (only). There is a limit of two horses per family. Our turnover is unpredictable, but typically quite slow.

There is a \$50 one-time-only nonrefundable administrative fee for each boarding waiting list spot. The fee will be applied to your first month's board should you accept a space.

When a permanent space becomes available, the office manager attempts to fill the space starting at the top of the waiting list, giving priority as follows:

1. Residents of Los Altos Hills. As a community facility, Westwind is required to give priority to residents. A tax bill or PGE bill is required to demonstrate residency.
2. Current members of the Friends of Westwind and others who would qualify for membership.

Within each group, list entries are sequenced by the date when you entered your name on the list. If you accept a permanent space and wish to remain on the list for a second spot, you go to the bottom of the list for your category (resident, boarder, etc.). If you turn down a permanent space, you may stay on the list but your sequence date changes to the date when you turned down the space and you go to the bottom of the list within your category.

Occasionally, a space becomes available for subletting for up to six months. The current user of the space remains responsible for holding the space unless the office manager can locate someone to sublet it. The office manager may consult the waiting lists to fill the sublet. If you turn down a sublet space, your position on the list does not change. You may not sublet a space on the trailer waiting list; you may hold it at \$30/month for two months while you secure a trailer.

Waiting List Agreement

I understand how Westwind's waiting lists work. Please put my name on the list for:

- A stall in the main barn. A space in the Byrne pasture.
 A space in the feeding pasture. A space to park a trailer (boarders only)

My check is enclosed (\$50 for each boarding list). I understand my name goes to the bottom of the list if I fail to respond to an offer of a permanent spot within 24 hours or if I turn down a permanent spot.

Please call me if a sublet becomes available in my selected area.

_____		_____	
Name		Date	
_____		_____	
Street	City	State	Zip
_____		_____	
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Home phone	Business phone		
_____		_____	
Office Manager		Date	
Please provide a self-addressed stamped envelope if you want a copy of this agreement.			