

APPLICATION FOR PAVILION RENTAL

Reservations are not confirmed until rental charges and deposits are paid

Date you need reservation: _____ (circle) Mon/Tue/Wed/Thu/Fri/Sat/Sun

What facilities will you need: (circle) Gazebo/Pavilion/Both

What time do you want to reserve: from _____ to _____

Name, Address and Phone Number of Property Owner:

Type of Party: _____

Number of Guests Attending: _____

Restrooms must be cleaned and trash taken with you when you leave, everything must be left like you found it. You must be out of the park area by the designated time.

Please read the rental rules before turning in application. If all rules are not adhered to, then you will forfeit your deposit.

I have read and agree to the rental rules and request the above reservation:

Property Owner: _____ **Date of request:** _____

Reservation Approved By: _____ Date Approved: _____

Amt. of Rental Charge Received: _____ Amt. of Deposit Received: _____

Deposit returned: Yes/No Date Returned: _____

Reason why deposit not returned: _____

Pavilion Rental Rules

- ❑ Reservations can be made by calling _____.
- ❑ Property owners account must be in good standing with no outstanding fees or charges due Lake Shadows Civic League.
- ❑ For any function where there are over 50 guests, the park manager will submit the application to the Lake Shadows Civic League at their normal monthly meeting for approval.
- ❑ The facilities that can be reserved are the Gazebo and Pavilion. You may reserve either one or both. The charge will be the same. If you do not need both, then one may be available for rental to another party if requested.
- ❑ The person making the reservation must be a Lake Shadows Property Owner and will be designated the responsible party.
- ❑ If your guests would like to use the pool, they may do so if these conditions are met: There must be enough capacity available to accommodate your guests and not overwhelm the lifeguard, there is a \$5.00 entrance fee for everyone and adults from your party must be present in the pool area. It would be advisable if you have a large group to coordinate this event with the pool manager as **YOU** may need to pay for having an extra lifeguard on duty that day to accommodate your guests.
- ❑ Application must be made in order to rent the park facilities. **The reservation is not confirmed until rental charges and deposits are paid.**
- ❑ Park hours are from 9:00 a.m. to 11:00 p.m. You must be cleaned up and out of the park by 11:00 p.m.
- ❑ You cannot use electricity or anything else from the pool area.
- ❑ **Both restrooms must be cleaned and all trash must be taken with you after the party**
- ❑ There will be **no** parking on property adjacent to the park area. You will **forfeit** your deposit if you allow your guests to park in any area except for the designated parking area.

Pavilion Rental Charges

\$50.00 plus \$100 Deposit (for birthday parties 12 years old and under)

\$100 plus \$100 Deposit (for birthday parties 13 years old and up, weddings, reunions etc)

(please write 2 separate checks - one for rental, one for deposit)