

Today's Date: _____

RESIDENT

**REQUEST FOR RESERVATION/RENTAL OF CINDERBERRY HALL AND KITCHEN
VILLAGE OF CINDERBERRY COMMUNITY CENTER**

Please Print:

I wish to reserve Cinderberry Hall and Kitchen on Date: _____ during the hours of _____ and _____.

Purpose of Event:

This _____(Is)_____ (Is Not) a Village of Cinderberry Associations' sponsored event that is open to all residents.

Name of Requestor

Address:

Street

Town

State

Zip Code

Telephone # _____ Cell Phone # _____

____ I have received and read the Village of Cinderberry Community Center Rules and Policies dated September 28, 2017 and agree to comply with all rules therein. I have read the disclaimer and agree to comply with it also.

Signature of Requestor: _____ Date: _____

- () Security Deposit: **\$100.00** for all applicants
- () Resident – If Open to All Residents of the Community: **NO FEE**
- () Resident – Fees for Private Event: **\$50.00**
- () Non-Resident Fee (even if co-sponsored by a Resident) for all events: **\$175.00**
- () Fundraiser by Resident: Handled on a Case by Case basis with a **\$25.00** fee.
- () Purpose of Fundraiser: _____
- () Does Fundraiser benefit all of the Village of Cinderberry Residents _____ YES _____ NO
Fundraisers benefiting our community and open to all residents: **NO FEE**
All other Fundraisers subject to a **\$25.00** fee.

Please Note: Use Fees are Non-Refundable

The Security Deposit of \$100.00 will be returned to the applicant if Cinderberry Hall and the Kitchen are properly cleaned and restored to proper configuration after the event.

Today's Date: _____

NON-RESIDENT

**REQUEST FOR RESERVATION/RENTAL OF CINDERBERRY HALL AND KITCHEN
VILLAGE OF CINDERBERRY COMMUNITY CENTER**

Please Print:

I wish to reserve Cinderberry Hall and Kitchen on Date: _____ during the hours of _____ and _____.

Purpose of Event:

I understand that the following rules apply to my usage of the facilities:

- a. Usage is restricted to the Hall, Kitchen and Restrooms. All other rooms are for residents only.
- b. Access to the Pool/Fitness Area is prohibited.
- c. Cooking is not allowed in Cinderberry Hall or the Kitchen except for microwave warming.
- d. No smoking is allowed in the Community Center or on the grounds surrounding the Center.
- e. User will be responsible for trash removal and disposal.
- f. Fire Codes require that all outside doors remain closed.
- g. No decorations are allowed to be secured to the walls by any means.
- h. Use of balloons for decoration is discouraged because of the high ceiling of the Hall. Escaped balloons will have to be removed by the party reserving the hall.
- i. All furniture must be replaced as originally arranged, and facilities will be cleaned prior to departure. Vacuum cleaner and cleaning supplies are located in hall closet outside the kitchen hallway.

I have enclosed a check in the amount of **\$175.00** to cover the usage fee and a separate check for **\$100.00** security deposit which is returnable to me if I comply with the aforementioned rules.

Name of Requestor

Address:

Street	Town	State	Zip Code
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Telephone # _____ Cell Phone # _____

Cinderberry Contact: _____

Name

Telephone #

Cell Phone #