



Rent/Reserved Date: _____

Recreation Area Pavilions Rental Policy

(LITTLE TURTLE / KIDDIE CORRAL / BEACH PAVILION)

PURPOSE- To provide a procedure of all pavilion rental guidelines.

SCOPE- These guidelines apply to the following Lake Waynoka Rec. Area Pavilions that are available for private use and rental. These guidelines have been reviewed and approved by the Waynoka Property Owners Association Board of Trustees and can only be modified by that board.

RENTAL POLICY FOR THE RECREATION AREA PAVILIONS:

Please contact the Security Department, 937-446-3214 for Little Turtle, Kiddie Corral & Beach Pavilions to rental/reserve.

1. The Security Department is in control of scheduling these areas.
2. These rec. area pavilions may be scheduled for use by property owners in good standing.
3. The property owner must fill out the rec. area pavilions rental agreement and return it to the Security Department a minimum of 1 week prior to the rental.
 - a. A fee of \$25.00 will be charged to rent the pavilions
 - b. The reservation is free for all Lake Waynoka recognized clubs
 - c. Security will place a reserved sign at the pavilion event site, no later than 8:00 am the day of the reservation at the pavilion.
4. All pavilions are available at a first come first serve basis.

RULES FOR PAVILION RENTAL:

1. The Security Department must approve the event
 - a. Nothing controversial
 - b. Nothing that could cause potential damage to WPOA pavilions
 - c. If Security refuses the event, it must be approved by the WPOA Board of Trustees
2. No Alcohol can be sold for cash or donation
3. The renting member is responsible for cleaning the area after the event

Any repair or clean up required or damaged caused by the rental, will be charged \$25 per labor hour and is the property owner's responsibility.



Recreation Area Pavilions Rental Agreement Form

LITTLE TURTLE ___ **KIDDIE CORRAL** ___ **BEACH** ___

Property Owner: _____

Lot Number: _____

Phone Number: _____ Email: _____

Event Contact Name: _____

Event Contact Phone Number: _____

Date of Rental: _____ Time Start: _____ Time End: _____

Purpose of Event: _____

By signing below, I have received and understand the Recreation Area Pavilions rental policy and the rental agreement form.

Property Owner Signature: _____ Date: _____

OFFICE USE ONLY

REC. AREA PAVILLION: \$25.00 /DAY

TOTAL PAYMENT: _____ **CHECK #:** _____ **CASH:** _____

WPOA Employee: _____ Date: _____

Clean-up Completed: Yes No **Employee Signature:** _____

General Manager Signature: _____