

**GLEBE HARBOR-CABIN POINT
ASSOCIATION
Picnic Pavilion Reservation Application and Rental Agreement**

Member Applicant's Name _____ Access Card Number _____

Mailing Address: _____

Today's Date _____ Email: _____

Day Telephone _____ Cell _____

Requested Event Date: _____ Time: From _____ to _____

Type of Function and/or Event _____

Estimated number of people attending: _____

The Picnic Pavilion is generally open to all members and guests. Reservations are required.

The Picnic Pavilion may be rented by Members for up to 4 hours for private use special events when not otherwise scheduled. The rental fee is \$10 per hour. A \$30 security deposit must accompany the application to defray the cost of cleaning the area if it is not left in the condition found. If cleanup is not required, the full deposit will be returned to the applicant. Members who wish to reserve the pavilion for a private function may apply to do so using this form. Contact the POA office at (804) 472-3646 for availability.

Regular hours of operation for the Picnic Pavilion are 10:00 AM-8:00 PM daily. Extended hours of operation, may be granted at the discretion of the Clubhouse Manager. The Picnic Pavilion may not be used during the hours 12:00 Midnight through 10:00 AM.

Guests attending a private event may use the pool during normal pool hours providing the renter requests pool access on their application and notifies the Pool Manager at least 48 hours in advance of the number anticipated guests using the pool. Normal rules regarding usage of the pool facility apply.

Please sign and date this agreement below and return it to the Clubhouse Manager with the appropriate deposit and rental fee. Please write separate checks for the security deposit and for the rental fee.

Member Applicant's Signature _____ Date _____

POA Signature _____ Date _____

Security Deposit Received; _____ Rental Fee Received: _____

POA Approved Special Conditions or Exceptions: