

Lakewood Shores Property Owner's Association, Inc.

7701 E. Cedar Lake Drive ~ Oscoda, MI 48750
Phone (989) 739-2607 ~ Fax (989) 739-7556
E-mail: info@lakewoodshorespoa.com
Web Site: www.lakewoodshorespoa.com

PAVILION RENTAL CONTRACT (READ CAREFULLY BEFORE SIGNING)

Date: _____

I _____ agree to pay Lakewood Shores Property Owners Association (LSPOA) as follows for use of the Pavilion facility.

1. A seventy-five dollar (\$75.00) *refundable deposit (*to be returned to the member upon inspection of the facility by a POA associate following the event and no violations to this contract have occurred). As well as a seventy-five dollar (\$75.00) non-refundable use fee.
2. Please make sure that the following is maintained after your function is over.
 - a. All refuse (from grounds and inside of building) will be deposited in trash cans provided.
 - b. All furniture will be returned to its proper place.
 - c. All missing or damaged items will be replaced at the expense of the member.
 - d. When used, excess debris will be removed from all BBQ grills and fireplace.
3. If the facility is not cleaned to LSPOA satisfaction, the deposit will be forfeited. **You must contact POA Security for final inspection at the end of your event at 989-305-1146.** Failure to call may result in forfeiture of your deposit.

Although it is reasonable to expect music to be provided at functions, consideration of the neighboring residents is a must and excess noise is not permissible. Your cooperation is greatly appreciated in keeping complaints to a minimum.

NOTE: ANY REQUIRED CLEAN-UP MUST BE COMPLETED AS SOON AS POSSIBLE AFTER THE FUNCTION, ESPECIALLY IF THE FACILITY IS SCHEDULED FOR USE BY ANOTHER MEMBER THE NEXT DAY.

I understand that I am solely responsible for the behavior of my guests. I also acknowledge that if the conditions stated herein are not met my account will be billed accordingly. I understand the curfew for use of this facility is 10:00 p.m. and agree that I will cease all activities at that time and make immediate preparations to vacate the facility.

Member Signature

LSPOA Signature

Member Contact number

Deposit Received

Use Fee Received

Date of Use: _____

Maintenance Fees Verified by: _____

Time of Use: ____ am/pm to ____ am/pm Copy to Member: _____

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PLEASE CLEAN UP AFTER YOURSELF!!!

This facility was rented to you in clean and reasonably good condition. Before you leave, please make sure you complete the following:

- _____ 1. Floors: Swept or vacuumed.
- _____ 2. Tables: Cleaned of all debris, litter, dirt, table clothes, tape and staples. Wipe with damp cloth. This includes the tables inside and outside.
- _____ 3. Furniture: All furniture, tables, chairs must be placed in original location.
- _____ 4. Trash: All trash must be placed in the receptacle provided. A container at the Racquet Club is provided on the patio and at the Pavilion the dumpster is available. Please provide your own plastic garbage bags.
- _____ 5. Windows and Doors: Shut and Lock them all.
- _____ 6. Appliances: Turn all of them off.
- _____ 7. Thermostats: Leave as they are; they will be set by Lakewood Staff.
- _____ 8. Kitchen: If you use the kitchen, clean it thoroughly. This includes the sink, microwave and stove. Sweep and mop the floor. Also, if you use the refrigerator and/or freezer, remove your items and make sure the units are left clean.
- _____ 9. Restrooms: Empty trash, sweep and mop floors, make sure toilet, sink and mirrors are cleaned.

NOTE: **DO NOT**, under any circumstances, place garbage in the sinks at the Pavilion. You will be held responsible for any clogged drains.

Please note that Lakewood does NOT supply any cleaning products or supplies. If you are not interested in cleaning the facility after your event the Association will clean it for a fee. THESE ARRANGEMENTS MUST BE MADE PRIOR TO YOUR EVENT.

I understand that any costs incurred by the Association for cleaning and/ or damage will be billed to my account at a cost to start of \$100.00.

Thank you for your cooperation.

Property Owners Signature

LSPOA Signature