

## CCGOA PAVILION RENTAL AGREEMENT

The following are guidelines established for rental of the pavilion area for gatherings of more than 4 guests per household.

**Note:** You must be current on your dues in order to rent the pavilion area.

1. Notice must be provided at least **2 weeks prior to the date of the event.**
2. Contact person to reserve is **Treasurer at [treasurer@ccgoa.org](mailto:treasurer@ccgoa.org)**
3. **Pavilion will be available for 3 hours the day of the event. A sign posted will state the hours and date of rental.**
4. Person having event is responsible for posting hours and date of the event on the sign the day before the event.
5. Homeowner must be present for the duration of the activities and the homeowner must identify all guests.
6. The maximum capacity is no more than 40 guests, to include homeowner and minors.
7. No alcohol on the premises. Exceptions must be pre-approved by the CCGOA Board of Directors.
8. The **rental fee is \$75.00** and a **refundable maintenance fee of \$50**, both payable at the time the agreement is signed and returned to the treasurer. The \$50 maintenance fee is refundable after satisfactory inspection of the area is completed by a committee member.
9. Acceptable payment options are: a \$75.00 money order and a \$50 check, both made payable to CCGOA, mailed PO Box 390848 or \$75.00 cash and a \$50 check hand delivered to the treasurer.
10. The pavilion area must be left in the same condition in which it was found – garbage/trash must be picked up and deposited in the weekly pick up trash can, new trash bags put in each trash can (they are located in storage unit beside the soda machine), grill cleaned and returned to storage area under pavilion, chairs and tables neatly arranged, date and time of event erased from sign and pen returned to committee member, trash in pool area cleaned up, and bathrooms in condition found at start of event.
11. Pool rules and regulations are in effect for all events (exempting 4 guests per household rule).
12. **By law we cannot ask other CCGOA homeowners to leave the pool area during a pavilion rental.** However in the past most neighbors have shown respect and left when an event is taking place.

**THIS POOL IS NOT UNDER LIFEGUARD OR CLUBHOUSE SUPERVISION. MEMBERS ARE SOLELY RESPONSIBLE FOR THE SUPERVISION AND SAFETY OF THEIR OWN CHILDREN AND GUESTS.**

I agree to rent the pavilion in accordance with the guidelines stated above.

Member signature: \_\_\_\_\_

Today's date \_\_\_\_\_

Print name: \_\_\_\_\_

Event request date: \_\_\_\_\_

Address: \_\_\_\_\_

3 hour time request: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Return this paper (signed) to [treasurer@ccgoa.org](mailto:treasurer@ccgoa.org)