

## **Pavilion Reservation/Usage Rules**

1. Member making reservation is responsible for visitors, pavilion building and furnishings, and club grounds.
2. Members making reservations must be present during the use of the club grounds and resources.
3. Access to Main Pavilion, Bar Pavilion, and Kitchen will be limited on scheduled workdays. On these days the pavilions will not be available until 2:00 pm. Scheduled workdays are listed on the yearly schedule of events and may be established by Board of Directors as needed. Check with the Pavilion Reservation Chairman if there are any questions.
4. When making pavilion reservation, the Pavilion Reservation Chairman must receive full payment within two (2) weeks of making the reservation. If total payment is not received within this time the reservation will be cancelled and the pavilion will become available for anyone to reserve.
5. If a pavilion reservation must be cancelled a 30-day notification is required. All cancellations made prior to the 30 day limit will receive a full refund. Reservation cancelled between 15 to 29 days will receive a 50% refund. Cancellations made between 0 to 14 days will not receive a refund. If an emergency situation arises the Pavilion Reservation Chairman at his discretion, may supersede the penalty requirement and refund all the reservation fees.
6. Trash cans are provided. Utilize the containers with plastic trash bag liners only. If more containers are needed, please contact the caretaker. Upon completion of your activity all trash must be bagged and put in the wooden containers outside or taken to the dumpster. Please dispose of your trash in the dumpster when possible.
7. All amplified and/or live music must stop at 12:00 midnight. At this time Quiet Hour rules will become effective. Persons using the Main Pavilion area that are going to have live bands and/or amplified music shall be restricted to inside the Main Pavilion.
8. Decorations in the main pavilion and bar pavilion will only be allowed utilizing the current hooks that are provided. No staples, thumbtacks, tape, or exec will be allowed on the walls or ceiling. Tape may be utilized on the tables only. This tape must be removed.
9. When leaving make sure pavilion area is clean.
10. Place trash and aluminum in appropriate receptacles clearly marked.
11. Trash cans are to be emptied and taken to the dumpster or placed in appropriate containers outside.
12. New bags for cans are provided, please place in cans after trash removal.
13. Do not sit on tables.
14. All parties must be adequately chaperoned.
15. Rest rooms are not play areas and should not be used as such.
16. Folding tables and chairs are to stay in the pavilion.
17. Turn off lights when leaving.
18. Tables and chairs must be returned to the position in which they were found.
19. Remember you are responsible for your guest's actions.