

CHOCTAW LAKE PROPERTY OWNERS ASSOCIATION
2875 Oneida Drive --- London, Ohio 43140
(740) 852-2593 --- (740) 852-2444 (fax)
clpoa@rrohio.com

LODGE RENTAL CONTRACT

Date of Activity: _____ Time: 9am to Midnight

Contact: _____ Phone: _____

Organization: _____ Email: _____

Name of Renter: _____ Phone: _____

Address of Renter: _____ City/State/Zip: _____

Purpose of Activity: _____ Anticipated Attendance: _____

Lodge Rate Fee Schedule			
CLPOA Property Owners		Non CLPOA Property Owner	
Day of Week:	Rental Cost	Day of Week:	Rental Cost
Saturday	\$1,300.00	Saturday	\$1,800.00
Sunday-Friday	\$ 600.00	Sunday-Friday	\$ 850.00
Friday w/ Saturday Rental	\$ 500.00	Friday w/ Saturday Rental	\$ 750.00

CLPOA Rates are only valid for property owners of CLPOA. CLPOA rates must include a signed contract and payment by a CLPOA lot owner. All deposits will be returned to the CLPOA lot owner who signs and pays for the rental. Please be prepared to show a form of ID to verify you are a property owner. Company events are not eligible for property owner rates.

Food, decorations, etc. cannot be dropped off the day before without incurring the appropriate rental charge for that day.

TOTAL RENTAL COST

Rental: _____
Deposit: 225.00
Total: _____
Down Payment: _____
Balance Due: _____
Balance Due: _____
Balance Due: _____

Amount Paid: _____
Date Received: _____
Date Received: _____
Date Received: _____
Date Received: _____

Check # _____
Check # _____
Check # _____
Check # _____

A certificate of insurance for all vendors must be submitted with payment in order to reserve your date. Certificates must include Choctaw Lake Property Owners Association as additionally insured. Limits of \$1,000,000 per occurrence and \$2,000,000 annual aggregate for General Liability are to be included.

No rental date is held until the deposit and insurance certificate is received. The full rental fee, deposit, and insurance certificate must be received 90 days prior to the rental date or the reservation will be cancelled and the appropriate cancellation charges applied.

Renter's Signature: _____ Date: _____

CLPOA Representative: _____ Date: _____

The renter agrees to the terms and conditions printed on the reverse side of the document or currently. Cancellation charges apply to this contract.

Cancellation Charges:

1. Cancellations made at least 90 days prior to the rental date will not be charged a cancellation fee.
2. Cancellations made between 45 and 89 days prior to the rental date will be charged a cancellation fee equal to 100% of the deposit.
3. Cancellations made between 20 and 44 days prior to the rental date will be charged a cancellation fee equal to 100% of the deposit plus 25% of rent.
4. Cancellations made within 20 days of the event will be charged a cancellation fee equal to 100% of the deposit plus 50% of rent.

All renters are subject to the approval of the CLPOA Board of Trustees.

A commercial renter agrees to show proof of adequate liability insurance or to purchase same.

The renter has read and agrees to abide by the Rules & Regulations governing the use of Choctaw Lake Facilities. Any damages incurred will be the responsibility of the renter. The renter agrees to accept full responsibility for damage to any of the facilities and/or equipment.

Damages will be charged and deducted from the deposit if the condition of the lodge facility is not left as rented at a rate of \$30.00 per hour for cleaning plus the replacement cost of the damaged items.

A security person, if needed as determined by the Property Manager, Patrol Chief, or other Choctaw Lake Property Owners Association (CLPOA) representative, will be provided through the Madison County Sheriff's Office. The renter will assume financial responsibility for this service.

No tables, chairs and other furnishings may be taken outside of building.

All tables and chairs must be cleaned and returned to the designated racks at the end of the rental.

Rental tables and chairs (from an outside company) must be removed at end of rental. Example: If you are renting on a Saturday, and we have a Sunday rental, you are responsible for removing all tables and chairs Saturday evening. If your rental company won't pick them up, then you must provide a vehicle or make arrangements to store them until they can be picked up. If the lodge is not rented the day after your rental ends, the tables and chairs may be left until Monday with prior permission from the Property Manager. The CLPOA will not accept any liability for loss or damage to items left in the lodge after an event.

All decorations you supplied must be removed under the same regulation as listed above.

All trash cans must be emptied and bags placed in the dumpster provided.

If beer kegs are used, they must be removed at the end of the rental.

No open fires are permitted. The fireplace is not a working fire place.

In an effort to keep rental prices down, we try to conserve on the utility costs. There are four units used to heat and cool the lodge. Leaving the doors open not only increases our costs, but also affects the comfort of you and your guests. Therefore, if the doors are observed left open for more than a short period, for any reason, your deposit may be forfeited.

The renter's deposit funds will be applied to any and all outstanding balances owed to the CLPOA as of the day following the rental date.

Failure to abide by these requirements may result in forfeiture of all or part of your deposit or may lead to assessment of additional charges.

If issues arise during your rental, the property manager can be reached at 740-837-0833. For medical emergencies or emergencies requiring police, contact 911.