

Choctaw Lake Property Owners Association
 2875 Oneida Dr. London, Oh 43140-9034
 (740) 852-2593

LODGE RENTAL CONTRACT

Date of Activity: _____ Time: From **9:00 a.m.** to **Midnight**
 Name of Contact Person: _____ Telephone: _____
 Organization: _____
 Name of renter: _____
 Address of renter: _____
 Description of Activity: _____ Anticipated Attendance: _____

Rental Charges:	Fees	
Saturday Rental (Non-Property owner)	\$750	_____
Saturday Rental (Property owner)	\$550	_____ (Property owner must sign contract and pay all fees)
Sunday- Friday Rental	\$450	_____
Sunday- Thursday Half Day Rental	\$150	_____ (9am-3pm or 5pm-11pm)
Sunday Family Reunion	\$300	_____
Day before*	\$200	_____ (available beginning at noon)
Estimated Total Rental Cost		_____

*The day before may be rented for a reduced rental fee of \$200/day if the lodge is available on that day, except Saturdays. Food, decorations, etc **can not** be dropped off the day before without incurring the above \$200.00 rental. Hours are 9AM to midnight the day of the rental. Choctaw Lake Lodge will **not** accept any liability for loss or damage to items left in the facility after an event.

Deposit	<u>225.00</u>			
Rental	_____			
Subtotal	_____			
		Balance	Date	Check #/Cash
Payment	_____	_____	_____	_____
Payment	_____	_____	_____	_____
Balance Due		_____		

No rental date is held until the deposit is received. The full rental fee and deposit must be received 45 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: _____

Damages will be charged and deducted from the deposit if the condition of the Lodge facilities are not left as rented at a rate of \$30.00 per hour plus the replacement cost of damaged items.

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

Cancellation Charges:

1. Cancellations made at least 60 days prior to the rental date will not be charged a cancellation fee.
2. Cancellations made between 30 and 59 days prior to the rental date will be charged a cancellation fee equal to 50% of the deposit .
3. Cancellations made between 10 and 29 days prior to the rental date will be charged a cancellation fee equal to 75% of the deposit.
4. Cancellations made within 10 days of the event will be charged a cancellation fee equal to 100% of the deposit.

Lodge Rental Regulations:

All tables, Chairs and other Furnishings may not be taken outside of the building.

The kitchen if used is to be cleaned and returned to the same shape as when rental began. The renter is responsible for any caterer they hire and the cleaning supplies needed for the kitchen. All food and beverages must be removed at rentals end. A mop and bucket is supplied in the closet for any major spills.

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

Rental tables and chairs (from 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 all chairs and tables being removed Saturday evening. If your rental company won't pick them up then you must provide a vehicle or make other arrangements to store them until they will. If the facility is not rented the day after your contract by prior permission granted from the Lake Manager the tables and chairs may be left until Monday.

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

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

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

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 cost but also affects the comfort of you and your guest. Therefore if the doors are observed left open for more than a short period to unload supplies a portion of your deposit may be forfeited.

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.

Revised 8/12/2008 per CLPOA Board of Trustees