

**WCA – LODGE**  
User Reservation Application and Agreement

Rental Fee: \$ _____	Ck# _____
Deposit: \$ _____	Ck# _____
Cleaning: \$ _____	Ck# _____

MEMBER NAME (must be 21yrs of age or older): \_\_\_\_\_

ASSOCIATION: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ ALTERNATE PHONE: \_\_\_\_\_

REQUESTED RESERVATION DATE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

REQUESTED RENTAL TIME: FROM: \_\_\_\_\_ TO: \_\_\_\_\_

TYPE OF ACTIVITY/EVENT: \_\_\_\_\_

NUMBER OF PERSONS TO ATTEND: \_\_\_\_\_ WILL ALCOHOL BE SERVED? YES: \_\_\_\_\_ NO: \_\_\_\_\_

**\*PAYMENT MUST COME FROM A WCA MEMBER (name on rental has to match the name on check)\***  
**PAYABLE TO WCA**

**CLEANING SERVICE IS MANDATORY FOR ALL PARTY SIZES DUE TO HEALTH REQUIREMENTS**

**FEE: \$75**

The cleaning service does not take out the trash. YOU are responsible for taking out the trash (dumpster at the end of parking lot) and there is a **\$50 service fee** if you do not comply.

**THINGS TO REMEMBER:**

- BRING YOUR ACCESS CARD- lodge is key access ONLY and this is how you will get in the building.
- YOU MUST TAKE OUT YOUR TRASH-cleaning service does not remove trash. You must take all your trash (bathroom trash included) to the dumpster at the end of the parking lot on the wood line).
- REMOVE ALL PERSONAL ITEMS- do not leave any personal items in fridge/freezer INCLUDING BAGS of ICE. No glitter, confetti, tape (other than painters tape), and DO NOT leave any decorations/signs/etc on walls, doors, surfaces.

I hereby acknowledge that I have read and agree to the **POLICIES, RULES AND REGULATIONS FOR RESERVING THE WCA LODGE**. I agree to be bound to the requirements and [terms and conditions](#) established by this Agreement. I agree that I will be present during the entire reserved time of the event. If there is damage to the Lodge and/or surrounding areas in excess of the Security Deposit, I will pay the additional charges; any such charges are collectible in the same manner as an assessment against my lot. Further, I agree that should I fail to pay the excess charges and the Association must file suit in St. Mary's County, MD to enforce this Agreement, I will pay the Associations attorney's fees and costs. A \$25.00 return check fee will apply for all returned checks.

I hereby indemnify and hold the Association, its members, officers, employees, guests and agents harmless from any and all liabilities, suits, judgments, costs and expenses, including attorney's fees, arising from the performance of this Agreement or any act, omission or negligence. I agree to the terms and conditions above.

**SECURITY DEPOSIT CHECK: Member pickup** \_\_\_\_\_ **Shred** \_\_\_\_\_  
(must pickup within 5 days after the event or will be shredded)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_