

Rental Fee: \$	_____	Ck#	_____
Deposit:	\$400	Ck#	_____
Cleaning:	\$75	Ck#	_____

WCA – LODGE

Member Reservation Application and Agreement

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

Neighborhood/HOA: _____ ADDRESS: _____

CELL PHONE: _____ ALTERNATE PHONE: _____

REQUESTED RESERVATION DATE: _____ EMAIL: _____

REQUESTED RENTAL TIME: FROM: _____ TO: _____ (Rental time is between 8am-10pm)

TYPE OF ACTIVITY/EVENT: _____

NUMBER OF PERSONS TO ATTEND: _____ (60 people maximum, otherwise there is an additional charge)

WILL ALCOHOL BE SERVED? YES: _____ NO: _____

1st rental of each year (WCA members only) discount rate: \$25/6hrs

Mandatory Cleaning fee: \$75 (you can combine these fees into one check for \$100).

Security deposit: \$400 (separate check). Both check payable to WCA.

\$25 return check fee applies.

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

PAYABLE TO WCA

THINGS TO REMEMBER:

- BRING YOUR ACCESS CARD- This is how you will get in the building. Staff is not on site. You *cannot* use a “child” key card, it will not work.
- TAKE OUT YOUR TRASH-cleaning service does not remove trash. You must take all your trash (kitchen & bathroom trash) and put IN the dumpster at the end of the parking lot on the wood line. Replace all trash can liners with provided liners (**DO NOT** leave trash can unlined). **\$50 service fee** for non-compliance.
- REMOVE ALL PERSONAL ITEMS- do not leave any personal items in fridge/freezer INCLUDING BAGS of ICE.
- No glitter (including decorations or apparel), confetti, tape (other than painters tape), and DO NOT leave any decorations/signs/etc. on walls, doors, surfaces. If you use the dishwasher, you must empty it before you leave.

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: _____