



POLICY

CAMP MADRON

Lodge – Private Event Request

Name of Owner: _____

Unit #: _____

Phone #: _____

Received \$250 Security Deposit
Date Rec'd: _____
Date Refunded: _____

Received \$25 Use Fee
Date Rec'd: _____

Date of Event: _____ Beginning Time: _____ Ending Time: _____

Approximately how many persons will be attending the event? _____

I understand that my event needs to be scheduled with Parkview Hills Management at least 3 weeks in advance.

I agree that I, as an Owner at Camp Madron, will be present during the private event at all times.

I agree to maintain the Lodge in the same condition it was in prior to my private event. I understand that use of the Lodge does not include use of the beach, the Lake, or any other Common Elements of the Camp. I agree to perform the following tasks after my private event:

1. All furniture should be returned to the original positions and left clean.
2. All tables should be wiped clean.
3. Bathroom sinks should be wiped clean.
4. The kitchen range and refrigerator are to be cleaned and all food removed.
5. All trash should be taken outside and placed inside the dumpster.
6. Make sure all the lights are off.
7. All windows and doors must be closed and locked, where necessary.
8. The thermostat at the lodge will be reset to the original setting.
9. All fires in the fireplaces will be out.

I understand that if I fail to maintain the Lodge in the same condition it was in prior to my private event, I will forfeit some or all of my Security Deposit and may be liable for any damage caused beyond the deposit amount.

I understand that, should I need to cancel my private event, I will give Parkview Hills Management at least ONE WEEK'S NOTICE. Otherwise, I will forfeit my Use Fee.

I agree to not disturb other Owners within the Association with loud behavior, inconsiderate parking, or otherwise.

I agree to indemnify the Association and its management harmless from and against any and all loss, and against all claims, actions, damages, liability and expenses in connection with loss of life, bodily and personal injury or damage to property, whether real or personal, arising from any occurrence in, upon or at the Lodge.

Owner

Date

This form should be completed and returned to Camp Madron c/o Parkview Hills Management, 3329 Greenleaf Blvd, Kalamazoo, MI 49008, along with two checks: one for the \$250 Security Deposit (which will be returned upon completion of the event if no damage) and one for the \$25 Use Fee.