

# PLE Pavilion Reservation Policy

Reservation of the Pavilion at Pinnacle Lake Estates is done on a first come first serve basis for registered lot owners in good standing.

- Reservations must be made by the registered lot owner(s) listed on the recorded deed.
- Registered lot owners must be present and on site at all times during the event.
- A \$25 rental fee and a \$25 refundable deposit (for a total of \$50) is required at time of request to reserve the pavilion and hold your reservation. The deposit will be returned to the lot owner after Security verifies all trash is picked up, trashcans are emptied into a dumpster, BBQ pits cleaned if used, picnic tables back in place, and all decorations removed. All clean-up must be done at the conclusion of your event/rental period. Nothing is to be left overnight. NO GLASS CONTAINERS.
- Rental fee and deposit can be made via cash or check during normal office hours.
- If the lot owner decides not to personally remain at the gate to let their guests in, a complete guest list must be provided to the main gate Security by the registered lot owner during summer season. All guests must enter at the main gate. If a guest shows up who is not on the list, they will not be allowed to enter unless the lot owner personally comes to the gate to approve their admittance. Picnic table seating for 48 adults. Please limit guests to 100 adults unless written permission of Board is granted.
- Parking is permitted in graveled parking areas only. Driving on beach area/sand area is not allowed without previous written permission from the Board. (Exceptions: bringing handicapped persons safely to the area, using an ATV to remove full and heavy trashcans, or transporting event supplies. Once the exception has been completed, vehicle must be removed to designated parking areas.)
- Use of the amenities and facilities is strictly at your own risk.

Date of reservation: \_\_\_\_\_ Office Approval \_\_\_\_\_

Lot owner: \_\_\_\_\_ Lot # \_\_\_\_\_



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(Detach and keep the top portion. Return the bottom portion to PLE Office)

I have read the Pavilion Reservation Policy above and understand my responsibilities as a lot owner.

Date of reservation: \_\_\_\_\_ Deposit Paid \_\_\_\_\_

Lot Owner name \_\_\_\_\_ Lot # \_\_\_\_\_  
(Printed)

Lot Owner signature \_\_\_\_\_ Date \_\_\_\_\_

Office Approval \_\_\_\_\_