

PLE Pavilion Reservation Policy

Reservations of the Pavilion at Pinnacle Lake Estates are 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.

Use of the amenities and facilities is strictly at your own risk.

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. Rental fee and deposit can be made via cash or check during normal office hours.

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.

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.)

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.

Cancellation, Rescheduling and Refund Policy

All cancellations, rescheduling and refunds must be received by the office via email: pleoffice@centurylink.net

A full refund of the fee and deposit (\$50.00) will be issued if the request is received 30 days or more prior to the reservation.

If the request is made under 30 days, the deposit (\$25.00) will be forfeited.

If Pinnacle Lake Estates cancels the reservation, a full refund (\$50.00) will be issued.

In the case of inclement weather, every effort shall be made to reschedule the activity. If this is not possible, a full refund (\$50.00) will be issued.

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 _____

10/1/2022; 6/26/2023; 5/21/2024