

PACES CLUB – PAVILION REQUEST FORM

To reserve the pavilion, please fill out the form and remit with your \$100 deposit to Chuck Jones, 4321 Sugar Maple Chase, Acworth, GA 30101 either by mail or by placing it in the mailbox. You will be contacted for confirmation. Please make the deposit check payable to Paces Club HOA.

Name: _____

Full Address: _____

Phone Number: _____

Cell Phone Number: _____

Date Requested: _____

Times Requested (start and end): _____

Occasion: _____

Other Information: _____

By signing below, I agree to be responsible for all actions of myself and my guests with regards to the Pavilion and immediate surrounding area. I understand that a refundable \$100.00 deposit is required to reserve the Pavilion. I will not be able to collect my deposit until the pavilion has been inspected and the cleanup approved by a board member. I agree that if the clean up is not sufficient, that I will forfeit all or part of my deposit. I also agree that any costs that may arise to the HOA for having to hire professional cleaners, or for repair of any damages occurring as a result of my event will be billed to me. I understand that this deposit only entitles me to use the pavilion for the date, times and occasion listed above, and I must notify a board member if I wish to change any of the above details.

Signature: _____ Date: _____

FOR COMMITTEE USE ONLY – DO NOT WRITE IN THIS AREA

Request Received by: _____ Date Received: _____

Approved Denied Deposit Received: Cash Check Number: _____

Board Signature: _____ Date: _____

Inspection Completed by: _____

Returned Cash or Check Destroyed Check Deposit withheld pending further action

Board Signature: _____ Date: _____

Other Information: _____
