

**P.O.A.L.H . Pavilion Reservations  
Memorial Day – Labor Day**

**General Information and Guidelines for Use for Members in Good Standing of P.O.A.L.H**

- 1. Association planned events and private party reservations will be posted and updated on the Lake Hayward website calendar. Please verify date availability prior to submitting request. All Association activities take precedence and board representative reserves the right to deny reservation based on scheduled or anticipated association events.**
- 2. Requests may be made to Gail Grzegorzczak via email, phone or text message [gailwarning27@aol.com](mailto:gailwarning27@aol.com) or at 203-988-0559. Please be sure you include complete contact information including name, phone (home and cell) and email address.**
- 3. Signed Reservation form with \$50 reservation fee made payable to POALH and submitted to Gail Grzegorzczak at 34 Glimmer Glen, prior to event will lock in your function date.**
- 4. If there is an association function scheduled on a Friday or Saturday evening, private parties must end (including clean up) by 5 PM.**
- 5. No additional parking passes will be issued for private parties.**
- 6. The member signing the reservation form is responsible for the clean up and removal of all trash at the end of function. There will be no trash receptacles on site to use. The \$50.00 deposit will be forfeited for unsatisfactory clean up.**
- 7. Please allow for one picnic table to be used for other association members on the beach.**
- 8. Use of the pavilion does not include the use of other association items such as folding tables, chairs, coffee pots, light bulbs. Please plan accordingly.**

**P.O.A.L.H. Pavilion Reservation Request**

**Association Member Name** \_\_\_\_\_

**Lake Address** \_\_\_\_\_

**Phone: (H)** \_\_\_\_\_

**(C)** \_\_\_\_\_

**Email** \_\_\_\_\_

**Reservation Date** \_\_\_\_\_

**Beginning Time** \_\_\_\_\_

**Ending Time** \_\_\_\_\_

**Type of Function** \_\_\_\_\_

**Number of Attendees** \_\_\_\_\_

Enclosed is my reservation fee of \$50.00. I have read and agreed to the guidelines for use of the POALH Pavilion and understand that I am responsible for enforcing the rules and bylaws that govern association members and their guests while on Lake Hayward property. I also understand that all trash including beverage containers must be removed from the event site at the end of the function

**Signed:** \_\_\_\_\_  
**Association Member**

**Date Submitted:** \_\_\_\_\_

**Approved By:** \_\_\_\_\_

**Date:** \_\_\_\_\_