



To hold the Community Room, the deposit of \$100.00 must be paid at the time of reserving the date or you will not be able to reserve it. Prices are \$150.00 for four (4) hours or less. Payment in full is due 7 to 10 days prior to the event. Each additional hour is \$25.00 per hour for the Community Room. Deposit will be refunded 7 to 10 business days after the event, providing all the conditions of the contract are kept. If paying by check, please make out of two (2) separate checks, with the date of the party written in the memo part of the check.

You will need to fill out the attached “Acceptance of Responsibility” form and return to the Recreation Office within 24 hours of the party.

Please feel free to call the Recreation Department with any questions. (570) 788-1199

**BMLA Staff Signature:** \_\_\_\_\_

**Lessee Signature:** \_\_\_\_\_

**Recreation Director Signature:** \_\_\_\_\_



## **RULES:**

### **Pavilion, Community Room, & Pool**

**Lessee agrees that any alcoholic beverages served or consumed during scheduled event shall:**

- 1. Be done in accordance with the Commonwealth of PA law.**
- 2. Be done within the confines of the Pavilion, Community Room and or connected outdoor deck.**
- 3. Not allow any guests to take alcoholic beverages into any other portion of the Clubhouse.**
- 4. Only registered service animals will be permitted in the clubhouse and proof of certification is required PRIOR to the booking of the party. Emotional support dogs/ animals are not permitted.**
- 5. Cancellation notice must be made AT LEAST 2 weeks prior to the date of the scheduled event. Failure to do so will result in forfeiture of your \$100.00 deposit, unless there is extenuating circumstances.**

**Lessee agrees to hold harmless the Lessor and/ or it's employees for any damage, and/ or injuries that may occur while utilizing on Beech Mountain Lakes Property, facilities and / or equipment.**

**Lessee agrees to be responsible for guests and make restitution for any and all damages on Beech Mountain Lakes property , facilities, and/or equipment during the arrival, use, and departure, during the scheduled event.**

**Lessee agrees to take down all decorations and/or signs leading to, in or around Beech Mountain Lakes property and facilities immediately following the event.**

**Lessee agrees to clean up Pavilion, Community Room and/or deck after the scheduled event is over. Trash can be left in the garbage can for maintenance. Facilities are inspected by and approved by Beech Mountain lakes Recreation or Maintenance Staff. If facilities are left unacceptable, this will result in the deposit not being refunded and not being able to use Beech Mountain Lakes facilities in the future.**

**Lessee Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_**

**Lessee Signature: \_\_\_\_\_**

# Agreement Form For Clean Up



In order to ensure the return of your \$100.00 deposit, please make sure that there are no tacks, nails, staples, decorations, etc. in or on the walls, beams, or tables.

**Please DO NOT USE any tape on the walls,  
any glitter or glitter based  
decorations or any confetti.**

All garbage must be cleaned up and bagged. Any signs or balloons put throughout the development **MUST** be taken down the day of, or the day after, the party. Please be courteous and leave everything in proper order.

Thank you for your cooperation.

Lessee Signature: \_\_\_\_\_

Recreation Attendant Signature: \_\_\_\_\_

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





# Beech Mountain Lakes



## Guest List

1 Burke Drive  
Drums, PA 18222

Name: \_\_\_\_\_ Event Date: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Beech Mountain Guests	# In Party	Non Beech Mountain Guests	# In Party

Please deliver this list to the BML Guard Shack the day before the event.