

WAILUNA RECREATION ASSOCIATION LODGE RESERVATION FORM

The undersigned (hereafter referred to as Host), a resident of Apt./Lot No. ____ of
() Wailuna, () The Heights, () The Crest, (Check one), requests the exclusive use of the
Lodge building on _____, from 3.00 p.m. until 10.00 p.m. I have read and
understand the rules governing the use of the WAILUNA RECREATION FACILITIES and
agree to comply with them. I will be responsible for the safety and conduct of all my guests.
I also agree to be responsible for any costs incurred to repair damages that may be caused by
my guests or me. Party guests are not authorized to enter the building before, or remain
after, the conclusion of the party.

I understand this reservation:

- ❖ Authorizes me to have up to 50 guests at the Lodge.
- ❖ Requires me to provide easy access to the restrooms, pool and spa to all facility users. Is only for the LODGE building and does not include the pool, spa and lawn access to the facilities must remain open to all the residents.
- ❖ Requires me to employ a lifeguard if I desire to use the pool or spa.
- ❖ Does not allow any fund raising or commercial venture activity at the facility.
- ❖ Does not allow the use of Karaoke Machines.
- ❖ Water balloons are not allowed.
- ❖ Baptisms are not allowed.

The host may call Security at 282 7299 any time after 3.00 p.m. and have the facility opened for him/her. The host will remain for the duration of the party and will not depart until checkout has been completed with the Security Officer, using the Memorandum form.

✓ If the pool or spa is to be used, the lifeguard will be responsible for the safety of all bathers and enforce the WRA Rules relating to the use of the Swimming Pool (i.e. no running, shouting, diving or splashing). A copy of the lifeguard's certification is required upon submission of the application. A list of lifeguard names is on the Board. The deposit will be returned, if the building, restrooms, furniture, BBQ grill and trash containers are clean and undamaged. The host is required to ensure that all food, beverages and trash are picked up and removed from the site. (Please do not use glass bottles or containers).

Please make checks payable to: Wailuna Recreation Association.

No. of persons attending: ____ Date of function _____
Resident's Name: _____
Phone number: _____
Signature: _____
Lifeguard's Name: _____

User Fees: Gas BBQ (\$10.00) [] Gas Fireplace (\$15.00) []

There are 35 chairs and 4 tables available, at no charge

**WAILUNA RECREATION ASSOCIATION
MEMORANDUM
(PLEASE KEEP THIS FOR CHECK-IN)**

To: _____
_____ **KAAHUMANU ST.**

From: Onsite Manager

Re: LODGE RESERVATION

Attached you will find the reservation form to reserve the LODGE on (Date) _____. Please fill out the form and put it back in the Mail Box at the front of the Lodge, (within 10 days of your reservation being confirmed), along with a deposit for \$100.00. Should you decide to use the gas BBQ grill, there is a \$10.00 fee required. Please ensure checks are separate and made payable to the WAILUNA RECREATION ASSOCIATION. Please call Security at 282 7299 after 3.00 p.m. to have the Lodge opened and **PRESENT THIS MEMO AS YOUR FORM OF CONFIRMATION.** Once I receive your deposit and application, a permit will be posted on the Notice Board.

THERE IS A LIMIT OF NO MORE THAN 50 PEOPLE. YOU ARE REQUIRED TO HIRE A CITY & COUNTY CERTIFIED LIFEGUARD IF YOU ARE USING THE POOL.

CHECK LIST				
	CHECK IN		CHECK OUT	
ITEMS	RESIDENT	SECURITY	RESIDENT	SECURITY
KITCHEN CLEAN				
FLOORS CLEAN				
BBQ CLEAN				
TRASH REMOVED				

N.B. WE DO NOT PROVIDE CLEANING MATERIALS.

Date: _____ **Check-in Time:** _____ **Check-out Time:** _____

SIGNATURE OF RESIDENT: _____ **LIFEGUARD** _____

COMMENTS: _____
