



# Lake Forest Estates

## Homeowners Association

P.O. Box 782, Maple Valley WA 98038

### Park Picnic Shelter Reservation Form

- Name \_\_\_\_\_ Date \_\_\_\_\_
- Address \_\_\_\_\_ Lot Number \_\_\_\_\_
- E-Mail \_\_\_\_\_ Phone Number \_\_\_\_\_

#### **Reservation Details:**

- Picnic Shelter Reserved for date: \_\_\_\_\_
- From the hours of: \_\_\_\_\_ to \_\_\_\_\_
- Size of Group: \_\_\_\_\_ (50+ need board approval)
  - Additional notes: \_\_\_\_\_

#### **Cleaning Deposit:**

Send a \$50.00 Cleaning Deposit to LFEHOA via method (circle 1 choice below) on \_\_\_\_\_

Cleaning Deposit Payment Method, please circle 1 choice:

- 1) <\$50 Zelle payment>                      2) <\$50 Physical Check Drop off>  
3) <\$50 Check Mailed to LFEHOA>      4) <Bank Payment to LFEHOA>

For payment via Zelle, list your account name: \_\_\_\_\_

See 2<sup>nd</sup> page for payment instruction details and notes.

The deposit will be refunded or the check will be voided and shredded after the reservation time if the picnic shelter area doesn't require further cleaning.

#### **In making this reservation, I agree to:**

- Abide by the LFEHOA park and sports court rules of the Association.
- Make my guests aware of the LFE Homeowners Association's Park and Sports Court rules.
- Be responsible for the conduct of and any damages to common properties made by my guests.
- Clean up the picnic shelter area and remove my trash from the park.
- Leave the picnic shelter and surrounding area in the same condition that it was when I arrived.

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

Your completed and approved picnic shelter reservation will be listed on the LFEHOA home page under "Calendar of Events" section. Our HOA website address is <https://lakeforestestateshoa.com/>.



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### **There are several ways to make your picnic shelter cleaning deposit payment:**

**1) Send a \$50.00 Zelle Payment**

Zelle Email: [LFEHOA.POBx782@gmail.com](mailto:LFEHOA.POBx782@gmail.com)

Notes: Please add "LFE Park Shelter Cleaning Deposit <insert your lot number here>"

- The cleaning deposit would be returned to your original payment account within 72 hours after the reserved date and time if no additional cleaning is needed.

**2) Drop off a \$50.00 check to LFEHOA Secretary.**

- The check will be shredded after the reserved date and time if no additional cleaning is needed.

**3) Mail \$50.00 check to LFEHOA mailing address: LFEHOA, PO Box 782, Maple Valley, WA 98038**

- The check will be shredded after the reserved date and time if no additional cleaning is needed.

**4) Bill Pay thru your bank – Setup payment for \$50.00 and instruct the bank to mail it to the HOA mailing address: LFEHOA, PO Box 782, Maple Valley, WA 98038**

- The check will be shredded after the reserved date and time if no additional cleaning is needed.