SHELTER RESERVATION FORM

**To reserve the shelter, please print this form, fill it out completely, and mail with your** **$25.00 deposit check to:**

**Harborview Homeowners Association** **405 Marina Drive** **Smithville, MO 64089**

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**RESERVATION REQUEST FORM**

**Requested Reservation Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of Guests\_\_\_\_\_\_\_\_\_\_\_**

(MAX 50 GUESTS)

**Time of day for Event:   Start \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  End\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Type of Activity:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(for Board use)** **Deposit Received: $\_\_\_\_\_\_\_\_\_\_ Date Deposit Received: \_\_\_\_\_\_\_\_\_\_\_\_  Check #\_\_\_\_\_\_\_\_**

**Deposit Refunded: $\_\_\_\_\_\_\_\_\_\_\_\_ Date Deposit Refunded: \_\_\_\_\_\_\_**

***Reservations will not be confirmed until the deposit payment has been received.***

**I have read the rules for the shelter house usage and agree to them. I will receive a refund if there are no damages, nothing broken and nothing missing and if the shelter and shelter area is left clean and neat. I understand that if the cost to repair damages to the shelter or to replace missing items exceeds my deposit, I may be assessed for the costs to repair and/or replace the damage or missing items.**

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

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