

Powhatan Community Services Association (PCSA)
c/o Berkeley Realty Property Management
150 Strawberry Plains Suite A-1
Williamsburg, VA 23188
Tel: (757) 229-6810

Community Center (Clubhouse) Function Application

[Completed Application and Reservation Fee MUST be Mailed or Hand-Delivered (to address noted above)]

IMMEDIATELY After Tentative Reservation Is Made. Reservation is not considered VALID until application and fees are received. For your peace of mind, it is recommended you confirm that any mailed material was actually received. Where a rental fee is collected for a Private Party clubhouse reservation, unless the reserving individual formally cancels 72 hours or more IN ADVANCE of the reservation time, the rental fee will not be returned.] Rental check and Deposit MUST be on two separate checks- payable to PCSA.

Type of Function _____ Date _____ Hours of Rental: (from) ____ (to) ____
(please describe)

Sponsor's Name [must be in attendance] _____ Phone _____
(please PRINT)

Address _____ E-Mail _____

Total number of persons attending _____

Desire to use (check applicable): Building ____ Kitchen ____ Patio ____

If YOUTH function (i.e. for individual under age 18), please list chaperons other than sponsor:

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Furnishings and equipment to be used

Type of decorations (if any) to be used. Note: **NOTHING MAY BE ATTACHED TO THE WALLS**

Fees Paid:

Rental _____

Security Deposit _____ (separate check required -- **must be paid at the same time as the application and rental fee are submitted** and will be refunded in accordance with terms of clean-up check list)

I have read and understand the PCSA's Community Center Committee's Rules and Regulations and agree to abide by them, including the "Assumption Of Risk And Release Policy" provided below this form, as well as Para III G relating to the consumption of alcoholic beverages.

Sponsor's Signature _____ Date _____

Security/clean-up deposit returned: (date) _____ (amount) _____

Berkeley Realty Property Mgmt Representative's Signature _____

ASSUMPTION OF RISK AND RELEASE POLICY

By your, your family, and any of your guests' participation at the ***Powhatan Community Services Association(PCSA)*** Recreation Site and *Community Center*, you (all) agree to the assumption of risk and release condition noted below. In agreeing to use the facilities noted above as a member of ***PCSA*** or as a visitor, you affirm for yourself, your family, and guests [or other participants], you (all) do hold harmless from any and all liability, actions, causes of actions, claims and demand of every kind and nature whatsoever of which you (all) now have or which may arise out of or in consideration with participation in activities or use of ***PCSA's*** Recreation Site and Community Center against ***PCSA***. The terms hereof shall serve as a release and assumption of risk for your (all) heirs, executors, and administrators for all members of your family and your guests' family, including any minors. I further affirm that I have general liability insurance coverage which will remain in effect through the period of use of the Clubhouse.

Sponsor's Signature _____ Date _____