



# Community Event Reservation Agreement Kendall Resident / Business Owner

Today's Date: \_\_\_\_\_

Reservation Request date: \_\_\_\_\_  
(Date) (Start time) (End Time)

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address: \_\_\_\_\_

Approximate number of guests: \_\_\_\_\_

Description of event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Select the space you would like to reserve (check all that apply):

- The Welcome Center     The Nest

*Note: The Welcome Center and The Nest are community amenities and privacy cannot be guaranteed.*

**I agree to the following rules:**

- The Welcome Center and The Nest are to be left in the same condition in which they were found, including removal of all trash.
- The person making this reservation will be financially responsible for any damage and/or cleaning fees.
- During the summer season, The Nest patio furniture is broken down and stored each night by 9pm. Please make arrangements, in advance, if you would like to use The Nest patio furniture later than 9pm.
- If alcohol is being served, a banquet permit will need to be secured in advance of the event. You can purchase a banquet permit at: <https://www.liq.wa.gov/licensing/online-banquet-permit>

**I agree to the following fees:**

- If the number of event guests exceeds 25 a \$50 fee will be required to cover restroom supplies. This check should be made payable to: *Rockwood Property Management*

I \_\_\_\_\_ agree to all the rules and fees mentioned above.

\_\_\_\_\_  
Resident / Home Owner / Business Owner

\_\_\_\_\_  
Joe Frank or Tisha Goodman