

Four Mile Village Recreation Association

540 S Forest St, Denver CO 80246

Clubhouse Reservation Form

*Reservations are considered booked when we have received the required deposits/fees and original Owner-signed form. **Rental of Clubhouse is for non-commercial use only, not available for rental for in home sales or marketing purposes.**

Please complete separate checks for each day requested:

- **\$25** Rental Fee/day (*Fees are cashed and non-refundable*)
- **\$175** Deposit/day (*Deposits are held and refundable as long as there is no damage, all areas are left clean, and the key has been returned to our office **within 24 hours of the event date.***)*See note below

Make checks payable to: Four Mile Village Rec. Association

Mail or deliver checks & Owner-signed form to:

Wehner Property Management Co
280 S Madison St., Denver CO 80209

Today's Date: _____

Requested Reservation Date: _____

Requested Times (beginning & ending): _____

Requesting Condo or Townhome Unit #: _____

Owner Name: _____

Registered Tenant Name: _____

Home #: _____ Work #: _____ Cell #: _____

Requesting party must be present at all times.

*** Clean up refers to the Club House, pool area and outside of clubhouse if these areas are also used in connection with your activity. Failure to clean these areas WITHIN 24 HOURS OF THE EVENT DATE will result in forfeiture of all or a portion of your deposit. Deposit may be held until Board of Directors or its designated representative inspects the Clubhouse and surrounding areas following the planned activity.**
Reservation Activity: (Please describe activity planned)

Owner Signature: _____

WPM Inspection Results: *Damages/Charges*

Rev.5.11.17.vk

Deposit Withheld: \$ _____ Deposit Returned: \$ _____

Date Returned: _____ Returned by: _____