



COAST VILLAGE PROPERTY OWNERS CORPORATION ROOM RESERVATION

1. Alcohol must be confined to the Rose Room at any event.

A \$100 deposit is required when the reservation is made. Any damage that exceeds \$100 will be referred to the Board of Directors for action. Deposit will be refunded if room is left clean and orderly.

Owner/Responsible Party: _____

Address: _____ Telephone: _____

Email: _____

Date and time (from/to) of event: _____

Purpose of event: _____

Oven needed (circle one): yes no

If persons that are not residents of Coast Village are invited to your event; you are responsible to their entry and exit into and out of Coast Village. You are also responsible for any damages that they make to any Coast Village common areas.

Signature

Date

(For office use only)

Deposit received/payment method: _____

Approved by: _____

Follow up inspection by: _____

Recommendation (deposit refund/damage estimate): _____

Date Approved by CVPOC: _____

Representative and Title: _____

Date Amended: March 17, 2018

Coast Village POC, 131 Rhody Loop, Florence, OR 97439, (541) 997-3312, email: office@cvpoc.com