



Apple Valley

Property Owners Association

113 Hasbrouck Circle, Howard, Ohio 43028
avpoa@applevalleypoa.com www.applevalleypoa.com
Phone: (740)397-3311

Shelter Reservation Request Form

Fee: \$40 per 4-hour weekend reservation on Saturdays or Sundays.
Free of charge on weekdays Monday through Friday. No reservations allowed on holidays or holiday weekends.

Property Owner's Information

Name: _____ Lot # _____ Subdivision: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

Reservation Information

Sutton Beach Request Date: _____ Day of Week: _____
: Time: _____ to _____
: Number of AVPOA property owners attending: _____
: Approximate total number of guests
: (maximum 50 non-property owners): _____
: Type of Event: _____

Acknowledgment

I understand that my reservation allows a maximum of 50 non-property owners. Reservations are limited to the date and times specified and limited to the shelter only. The shelter must be cleaned up and left in the same condition as it was found. Set-up and clean-up must be completed within the time frame requested above. Outside of shelter reservation time, non-property owner guests will be allowed according to our rules and regulations (10 guests per family unit maximum). There is no guarantee that a lifeguard will be on duty at beaches during the reservation time. No refund will be issued for cancellations less than two weeks before the scheduled event date.

Signature: _____ Date: _____

Internal Office Use Only *(Completed by AVPOA Staff)*

Total Fee \$ _____ Date Pd: _____ Form of Pymt _____
Approved by (staff initials) _____ Date: _____
Marked on Calendar: _____ Posted: _____