



OPAL LAKE HOUSE RENTAL APPLICATION

Name: _____ MOA Lot #(s): _____

Phone: _____ Phone: _____

Event Type: _____ Attendance: _____

Day: _____ Date: _____ Time: _____ to _____

Rental Fees

The total fee, including the refundable cleaning and damage deposit of \$50, must be submitted with this application to reserve your date.

- Rental of the House until 9:00 pm** \$225 + \$50 deposit = **\$275**
The kitchen and front room of the house are yours until 9:00 pm. The remainder of the Park is still open to MOA Members.
- Rental of the House until 7:00 pm** \$150 + \$50 deposit = **\$200**
The kitchen and front room of the house are yours until 7:00 pm. The remainder of the Park is still open to MOA Members.

Rules

1. The restrictions set forth by the Ingham County Circuit Court shall be binding to all persons using the facility. A large sign noting these restrictions is posted on the outside of the building.
2. Rental is limited to one day unless otherwise approved by the General Manager.
3. Opal Lake Park is open from Noon to 7:00 pm.
4. The Opal Lake House and beach are **NO SMOKING**.
5. Groups are limited to **50 PEOPLE** unless otherwise approved by the General Manager.
6. No dogs are allowed in the park.
7. No powerboats may be launched from or docked at the Opal Lake Park beach.
8. No boat passengers or water skiers/surfers may be dropped off or picked up in the waters just outside the Opal Lake Park property (according to a court order from 1978.)
9. **All swimmers swim at their own risk. There is no lifeguard on duty.**
10. No loud speakers or loud music are allowed.
11. Event tents are permissible, but must be removed no later than the day after your event.
12. **Inn the Woods is the exclusive caterer for Opal Lake Park. No other vendor food is allowed.**
13. Deep-frying, hot grease or open flame cooking is not allowed.
14. The grills are not to be moved and must be cleaned after use.
15. You are responsible for a thorough clean up, refuse removal, and any damage incurred.
16. No decorations, food, beverages, or supplies are to be stored in the building before or after your event.
17. Do not use staples, nails or thumb tacks when decorating. No confetti is permitted.
18. Absolutely no fireworks of any kind are allowed.
19. If re-arrangement of furniture is necessary, please arrange as found.
20. Bring your own garbage bags to take all cans/bottles/trash with you when you leave.
21. All lights must be turned off, and all doors, windows, the shed, and the park gate must be locked when you leave.



Keys

Please call the office 48 hours in advance to arrange for key pick-up. The small key opens the gate at the driveway entrance. The large key will open the entry door. This key also opens the closet between the restrooms. In this closet, you will find another key that is attached to a ruler. This key will open the accordion door that leads into the kitchen and lounge area. When you are finished please return the key with the ruler to the closet and lock the closet. Please lock all doors, windows and the gate, and turn off all lights as you leave.

Please return the keys to the MOA Office on the next business day after your event.

There is no key for the locked kitchen cabinets. Do not attempt to open these cabinets.

Closing Checklist

All cleaning must be done immediately after your event before you leave. If the facilities are not cleaned prior to your leaving the premises (in accordance with the Closing Checklist,) your \$50 deposit will be forfeited. Any damage caused during your event will result in any or all of the following: forfeiture of your \$50 deposit, cost of repairs billed to the MOA Member who rented the House if the damage exceeds the \$50 deposit, the MOA Member renting the House may be barred from future amenity use. Pictures will be on file documenting any cleaning issues and/or damage.

- ___ Clean all tables, countertops, stove and kitchen sink
- ___ Vacuum carpeted areas - please note any spills below so they may be treated
- ___ Sweep kitchen and entry floors
- ___ Check toilets and sinks to ensure that none are running
- ___ Prop open bathroom doors
- ___ Close and lock all windows and sliding glass doors and lock the back door from the inside
- ___ Turn off all lights and turn down heat to 55-degrees
- ___ Remove all of your belongings, food, beverages, supplies and trash
- ___ Close and lock the sliding door, back door, and front door
- ___ Close and lock the gate

NOTES: _____

I have received and read the following documents and agree to the terms and conditions contained therein:

- This *Opal Lake House Rental Application* - 2 pages
- *Opal Lake Park Policy* dated June 25, 2011
- *Opal Lake Park 'Who to Call' List*
- *Opal Lake House Inventory*

Signed: _____ Date: _____

Print Name: _____

OFFICE USE ONLY

Member In Good Standing? Y / N MOA Member ID: _____

Payment: Cash - Attach Receipt Check - Attach Copy Credit Card - Attach Receipt

Staff Person Making Reservation: _____



Opal Lake Park Policy

This MOA Board Policy is based on the Deed Restrictions for the Opal Lake Park by which MOA is legally bound.

Eligibility

It is the policy of the MOA Board of Directors that only members in-good-standing and their guests (guests in your home) may use the Opal Lake Park and related facilities. "Members in-good-standing" are those owners who have their annual dues and assessments paid up-to-date. Owners who have not paid annual dues may do so at the MOA Office and thus become eligible to use Opal Lake Park. Only long-term renters who use the home as a single-family residence and have been issued a temporary membership card may use this amenity. Short-term renters are not eligible to use Opal Lake Park.

Rules

1. **NO** boats can be beached, anchored at, or launched from the Opal Lake Park. Boats are prohibited from accessing the beach and/or park at all times.
2. **Swimmers swim at their own risk.**
3. Children under 12 should swim only within buoys and must be accompanied by a responsible adult.
4. Picnics are encouraged, but cleanup afterwards is your responsibility.
5. **NO** smoking is allowed inside the Lake House or on the beach. Smokers are required to extinguish their cigarette in appropriate receptacles.
6. When signing in upon your arrival at Opal Lake Park, be prepared to present your Membership Card to the attendant.
7. Maximum Capacity: 1) 50 automobiles in parking lot and 2) 120 persons at the park.
8. Picnicking, fires, and breakable objects are not permitted on the beach.
9. No electronic media players of any kind shall be used without headphones. Loud speakers are not permitted.
10. **Pets are not allowed** in the park area at any time.
11. Opal Lake Park is open from noon until 7:00pm daily, unless otherwise arranged events are approved by the MOA General Manager.

Group Reservations

Call the MOA Office to fill out an application and make your required deposit to reserve the Lake House and facilities. Limit of 50 persons. Parking is available just inside the gate to the rear of the property.



This document supersedes any prior Policy, Resolution, or Board action concerning the subject matter contained herein unless specified otherwise.

Revision Log:

- Policy language restated and #11 modified on 5-14-11 to allow select events to continue past the 7:00pm park closing time with the approval of the General Manager.
- Minor changes made on 9-20-14 to coincide with current practices.

This policy was approved by the MOA Board of Directors at their regular meeting on September 20, 2014 at which a quorum was present.

NEED ASSISTANCE? **WHO TO CALL**

NON-EMERGENCY

#1) Opal Lake Park Attendant

- If unavailable -

#2) MOA Office 989-939-8919

- If you do not reach a person -

#3) Inn the Woods 989-939-8800

- or -

Michaywé Pines Golf Course 989-939-8911

Tell them that you are calling from Opal Lake and need assistance. The appropriate person will then be notified.



EMERGENCY

#1) Call 9-1-1

Park Phone #: 989-939-7509

Park Address: 6580 Opal Lake Road

Gaylord, MI 49735

#2) If possible, call the MOA Office, Inn the Woods, or Michaywé Pines Golf Course at the numbers above until you reach a person. Tell them of your emergency and the appropriate person(s) will be notified.

2017 Opal Lake Park Inventory

Gibson refrigerator/freezer
Tappan stove/oven
GE Spacemaker microwave
Whirlpool microwave
12 cup Mr Coffee Drip Coffee Pot
4 cup electric kettle
2 slice Oster Toaster
2 gallon Igloo drink cooler
40 cup Hamilton Beach coffee pot
30 cup West Bent coffee pot, donated 2014
Fisher receiver/tuner with 2 speakers
Eureka Powerline vacuum
Sony telephone with handset
Pelonis stand fan
Sportcraft croquet set
39 black indoor chairs
7 – 4x4 indoor tables
6 green deck chairs, donated 2014
White deck chair (not counted)
6 round deck tables
19 lounging blue beach chairs
Bolens mower: new in 2014
6' Werner step ladder
Weber Kettle Grill
Weber Gas Grill
Charbroil Traditions Series Gas Grill
4 gas grill cylinders
Wheelbarrow
Volleyball net
2 large swim buoys
Swim rope with floats