

A description of the facilities available to rent for private use is given below. Please check the areas and equipment you wish to use.

LAKE MARION 8821 East Village Ave. Wood Floor Activity Room Maximum Attendance: 85 Kitchenette with sink, microwave & refrigerator. Deck overlooking Lake Marion. Gymnasium Maximum Attendance: 125 Available Equipment: <ul style="list-style-type: none">• Bleachers• Basketball goals• Volleyball standards & nets	NORTH CREEK 20125 Arrowhead Road Tile Floor Activity Room Maximum Attendance: 125 Activity room may be subdivided. Large Kitchen , licensed for warming only, which contains 4-burner stove, refrigerator, sink, 2 ovens & microwave. **The North Creek Board Room is not available for rental.
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Renter must be in attendance throughout the function for which the facility is rented.
***Please note: There is a maximum of 75 people per rental allowed when the pools are open.**

Approval of this request is made in accordance with the Procedures on the Private Use of Facilities revised by MVF Board of Directors January 28, 2016

**Completed Rental Request Form can be faxed to MVF at 301-990-7071
or emailed to mvinfos@mvf.org.**

FOR OFFICE USE ONLY

Designated User # _____ Current on Assessments _____ Free of Violations _____ Initial _____
Non-Designated User# _____ Date _____

On calendar _____

Request Approved / Denied (date) _____, 20__ By: _____

Staff Person Scheduled to Work: _____ Arrival time: _____

Staff Phone # _____ Scheduled by: _____

Contract Mailed _____, 20__

Signed Contract, Deposit & Fees Rec'd: _____, 20__

Additional Use above contract _____ Amount charged _____