

2019 Rental Policy for the Moyaone Association (5/11/2019)

The Wagner Community Center, the Moyaone Pool and the picnic/cook area are available for use and rental to those residents and property owners who are members of the Moyaone Association or who are members of the Moyaone Pool. It is not a rental facility for the greater Accokeek area or for individuals, groups, organizations, etc. that have no connection to the Moyaone Reserve or for those who live in the Moyaone Reserve but are not members of the Moyaone Association.

The use of the Moyaone Commons, in which the Wagner Community Center, the Moyaone Pool and the picnic/cook area is located, has the following hierarchy in the use of these facilities:

The Moyaone Association — Board;
Members of the Moyaone Association — full members,
Associate members, and those paying installment fees;
Members of the Moyaone pool;

In order to use any of the facilities for an private event a rental application form must be filled out in advance. The rental application can be obtained either at the pool desk or online (moyaone.org). The application requests giving the date of the event, how many people are expected to attend, what facility is being requested for use, and if any alcohol will be served or present. All applications are to be reviewed and approved/denied within one week of submittal. All applicants will be notified by either the Chair of the Buildings and Grounds Committee, the Pool Manager or a member of the Moyaone Board.

All applicants wanting to use any of the facilities for a private event will need to secure any necessary event liquor license for Prince George's County should there be alcohol for sale. Such a license must be obtained and displayed.

Any outside vendors providing event services such a caterers, decorators, etc. must provide a certificate of insurance naming the Moyaone Association an additional insured.

The number of people able to attend any private event in the Wagner Community Center shall be controlled by the Fire Marshall's declaration of the number of people allowed in the Wagner Community Center. It should be known that the number of parking spaces in the existing parking lot is restricted to 50 vehicles.

The \$100 security fee shall be submitted prior to any approved event for any clean-up or damage done by the event.

The rental fee for the Wagner Center or the picnic/cook area is waived, once a year, for all Moyaone Association members. This special consideration is not transferable. This free use is for a single event, either at the Wagner Center or the picnic/cookout area.

Each subsequent rental use by a Moyaone Association member is \$15 per hour, with a minimum two hour reservation base.

Special exceptions: Community based class — educational, social, cultural, exercise — will be permitted without a Moyaone Association member using their one free use of the Wagner Community Center or picnic/cook area. However, such activities must be open Moyaone members, and must comply with the Prince George's County non-discrimination policy (see below). The security fee will be waived, unless the facility is left in an unclean manner, in which the \$ 100 fee will be charged. An application still must be submitted (and all rules apply), and a person listed as the responsible party for any damage or clean-up fee.

Moyaone Association members, pool members and Moyaone Association property owners can use the picnic/cook area without reservations if their use is for their family and friends, but not so large a gathering as to make it an exclusive or private event. If so, see above for reserving the area for a private event.

Moyaone Pool rental:

The pool use beyond the stated hours has a rental fee of \$100 per hour.

Members holding events during pool hours must pay a \$5.00 per person fee for each guest (non-Moyaone member) who uses the pool.

Non-discrimination Policy: No activity will be permitted should there be any discrimination because of race, color, religion, creed, age, marital status, sex, sexual orientation, national origin, ancestry or physical or mental disability.

Moyaone Association Rental Form Application (5/2019)

Full Name (print) : _____

Current MailingAddress: _____

phone
number: _____

email: _____

Moyaone Association or Pool Member: _____

Facility to Rent: _____ Wagner Bldg. _____ Moyaone Pool _____ Cook/Picnic

Purpose of the event: _____

Date of Event : _____

Hours for Event: _____
(please include time from start up and clean up)

Number of participants (estimate): _____

Number of vehicles (estimate): _____

Security Deposit: _____ check amount and number: _____

Special Event Insurance Policy: (yes/no) _____

P. G. Co. Event Liquor License: (yes/no) _____

Rental cost for event: _____

Signature _____ Date: _____