



## 2023 River's Bend Pavilion Reservation Request Form

**\$100 rental fee** required when form turned in. Reservation not secured without both form and fee.

Full refund if cancelled 5 days in advance or due to severe weather.

**To reserve the pavilion, turn in form and fee (check only, no cash accepted) to:**

**Jennifer Samaniego  
Towne Properties  
11340 Montgomery Road, Ste 202  
Cincinnati, OH 45249**

Contact info: [JenniferSamaniego@TowneProperties.com](mailto:JenniferSamaniego@TowneProperties.com) or (513) 489-4059

Date of Event: \_\_\_\_\_ Event Time: \_\_\_4:00 pm – 8:00 pm\_\_\_

Renter's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Number of people attending: \_\_\_\_\_ (max: 40) Age Group of Attendees: \_\_\_\_\_

I hereby agree to the terms set forth in this rental contract and agree to be held financially **responsible for clean up**, repair and/or maintenance required due to my event. I am also responsible for any noncompliant behavior of my guest.

Renter signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please remember under no circumstance may the pool gates be left open.**

Party host must be prepared to let each guest in/out, setup and clean-up without propping open the gate.

**Failure to clean up after party could result in a \$50 fee and/or loss of rental privileges.**

**Failure to show-up for a reservation will result in loss of rental fee.**

Severe weather or  $\geq 5$  day notice are the only valid reasons to cancel.