

**ST. VRAIN LAKES METROPOLITAN DISTRICT NO. 1**  
**RENTAL REQUEST FORM**  
[info@stvrainlakesmed.live](mailto:info@stvrainlakesmed.live)

**Renting User Information:**

Renting User Last Name: \_\_\_\_\_ Renting User First Name: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

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

**Desired Rental (check all that apply)**

THE COVE FACILITY RENTAL FEES				
		District Resident Rental Rate	Outside User Rental Rate <sup>+</sup>	Deposit (Refundable)
	The Cove Party Room <sup>±</sup> (two-hour rental minimum   Max no. of people: 75)	\$90.00/hour	\$135.00/hour	\$500.00
	The Cove Kids Room <sup>±</sup> (two-hour rental minimum   Max no. of people: 25)	\$45.00/hour	\$68.00/hour	\$100.00
	Event Lawn/Patio	\$90.00/hour	\$135.00/hour	\$100.00
	Exclusive Pool Party <sup>*±</sup> (Exclusive Pool access only available 8pm-9pm)	\$90.00/hour	\$135.00/hour	\$100.00
	Pool Permit- Over 15 Guests	\$300.00	\$450.00	\$200.00
	Alcohol Fee (if alcohol is to be served at event)	\$25.00/hour		
	Event to be held outside of staffed hours**	\$25.00/hour		
<sup>+</sup> User must have valid Annual Pass to purchase or reserve rentals <sup>±</sup> User must cover Security Service costs if security is required for event <sup>*</sup> only available w/rental of the Cove Party Room or Kids Room <sup>**</sup> Outside Staff Hours Event must be booked at least 2-weeks in advance and is dependent on Staff availability				

**Event Details:**

Requested Date(s) of Event: \_\_\_\_\_

Hours of Event & Total Hours of Rental: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

*(NOTE: Your rental time must include the time you need for set up and clean up. The Cove is not available for rent on Thanksgiving, Christmas Eve, Christmas Day, or New Year's Day. The Pool is not available to rent on Memorial Day, July 4th, or Labor Day)*

**Event Details continued:**

Type of Event and Activities (for Example: private party with music, food and drinks):

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Will Alcohol be Served? **YES** or **NO** (Circle one)

If yes:

Is Renting User over the age of 21? **YES** or **NO** (Circle one)

Will there be at least one adult chaperone present at all times for every ten (10) persons under 21 years old in attendance? **YES** or **NO** (Circle one)

Will use of the Kitchen be needed? **YES** or **NO** (Circle one)

If The Cove Event Lawn/Patio is requested, what is the intended use and activities for area? (Will tents, Bounce Houses, etc. be used, expected use of Fire Pits, expected use of outdoor grill, etc.):

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**Fees to be Collected**

Rental Rate	\$
Alcohol Fee	\$
Non-Staffed Hours Fee	\$
Deposit	\$
Alcohol Fee (if applicable)	\$
<b>TOTAL:</b>	<b>\$</b>

*NOTE: The fee calculation is an estimate. Additional fees or security deposits may be required subject to event type and Board discretion)*

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**[To Be Completed by District Staff]**

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Additional Comments on Rental Request:

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