



# 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 September 23, 2017
- *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 Rules & Regulations**

These Rules & Regulations are based on the Opal Lake Park *Declaration of Restrictions* (dated June 16, 1977 and amended on December 15, 1978) and the Ingham County Court *Permanent Injunctive Order #13599-C* (dated February 4, 1974) by which MOA is legally bound.

### **Eligibility**

Michaywé property owners in good standing and their guests (guests in the home) may use Opal Lake Park. "Members in-good-standing" are those owners who have paid their annual dues and assessments in full and have a current MOA Membership Card. Short-term renters are not eligible to use Opal Lake Park.

### **Rules**

1. Opal Lake Park shall be used only during daylight hours, except for limited special evening use that has been pre-approved by the MOA General Manager. The MOA Board of Directors shall determine the hours the Park will be open (weather permitting) and a sign stating these hours shall be posted on the gate leading into the Park.
2. From Memorial Day to Labor Day, and at such other times as the beach premises are open for use, an attendant shall be on duty during the principal hours of use. The principal hours shall be determined by MOA Board of Directors. If the Park is open during non-principal hours of use the Lake House may be closed and an attendant may not be on duty.
3. Motorized boats, jet skis, or other similar devices meeting the intent of this policy are prohibited from accessing the beach and/or park at any time except in the case of an emergency. This includes loading or unloading passengers and picking up or discharging water skiers from any motorized watercraft launched elsewhere on Opal Lake.
4. **Swimmers swim at their own risk.**
5. Children under 12 should swim only within buoys and must be accompanied by a responsible adult.
4. Picnics are encouraged, but cleanup afterwards is the responsibility of the Member(s).
5. **NO** smoking is allowed inside the House, on the deck, or on the beach. Smokers are required to extinguish their cigarettes in appropriate receptacles.
6. Be prepared to present a current MOA Membership Card to the attendant when signing in upon arrival.
7. Maximum Capacity: 1) 50 automobiles in parking lot and 2) 120 persons at the park.
8. Picnicking and breakable objects are not permitted on the beach.
9. No campfires, firepits, or any other similar devices allowed. The only exception is for MOA-owned propane grills used for cooking food.



10. No electronic media players of any kind shall be used without headphones. Loud speakers are not permitted.

11. **Pets are not allowed** on Park property at any time.

### **Group Reservations**

Michaywé property owners in good standing may rent the Opal Lake House on a first come, first served basis by completing an *Opal Lake House Rental Application* and reserving an available date with the MOA Office. IMPORTANT NOTE: Rentals allow exclusive use of the kitchen, front room, and deck. The beach and restrooms will remain open to all Members using the Park during the time of the rental.

### **Revision Log:**

- 9-23-17: Policy changed to Rules & Regulations and re-written
- 9-20-14: Minor changes made to coincide with current practices.
- 5-14-11: Policy language restated and modified to allow select events to continue past the 7:00pm park closing time with the approval of the General Manager.

This policy was approved by the MOA Board of Directors at their regular meeting on September 23, 2017 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