

## Checklist for Reserving the Woodmont Country Club (WCC) Plaza

- Current year dues must be paid (due by June 1) before any reservation can be made.
  - Verify with current treasurer (Eddie Staiger 253-839-3439)
- Club member must be present during any group gathering.
- Groups over 30 need board approval prior to making a reservation.
- Group events must end by 10 PM. Allow clean-up time within this time frame.
- Plaza area must be cleaned and all trash removed from plaza after the event.
- Club umbrellas are available to use. Please contact Toni Lund to make arrangements. Other club supplies and equipment are for club sponsored functions only.
- If firepit is used, burn only clean wood—not beach wood or old building lumber that may be treated with chemicals.
  - Fires must be extinguished before leaving the Plaza
  - Do not throw or burn toxic items in firepit such as styrofoam, plastics, or garbage.
  - In addition, those contemplating using the fire pit are asked to consider the effects such use will have on the surrounding neighbors and to consider the prevailing winds on any given day.
- Loud or amplified music is not permitted at non Club events unless permission is granted prior to the event.
- Limited parking is available at the plaza. Do not block driveways, beach access or North Beach Road.
- You are responsible for your guests' behavior. Please inform your guests to respect private property such as the row boats, private yards, and marine life found on the beach.
- Woodmont Club members are allowed to use the beach and surrounding areas at any time regardless of whether an event is scheduled. Two tables shall be allocated for club member use during reserved events if requested.
- Fireworks of any kind are prohibited on Woodmont Club Property and in the City of Des Moines.
- Dogs must be leashed, dog waste picked up and disposed of properly.
- The keys may be picked up no sooner than 24 hours in advance of the date of a reservation and **MUST** be returned the following morning.

I would like to reserve the Plaza on:

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

Time: \_\_\_\_\_

I have read and understand the above checklist.

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

(Member's signature)

Please print a copy for your information and submit your reservation request in an email to:  
Toni Lund - [btaklund@comcast.net](mailto:btaklund@comcast.net) 253-839-4686