



COMMON PROPERTY RESERVATION FORM

BEAVER LAKES ESTATES
EMPIRE LODGE HOMEOWNER'S ASSOCIATION, INC.
585 EMPIRE VALLEY DRIVE, LEADVILLE, CO 80461
719-486-0978
www.beaverlakes.org

MEMBER INFORMATION

Name _____
 Address _____
 City _____
 State _____ Zip _____
 Phone () - _____
 Email _____
 Vehicle License # _____ State _____

GUEST INFORMATION

Name _____
 Address _____
 City _____
 State _____ Zip _____
 Phone () - _____
 Email _____
 Vehicle License # _____ State _____

RESERVATION REQUEST



	Arrival Date	Departure Date	# of Nights	Use Fee	Deposit	Total (Nights x Use Fee)
The Fishing Cabin	_____	_____	_____	\$75 / Night	_____	\$ _____
The Alpine Cabin	_____	_____	_____	\$75 / Night	_____	\$ _____
The Miner's Cabin	May - September	_____	_____	\$75 / Night	_____	\$ _____
The Miner's Cabin	October - April	_____	_____	\$90 / Night	_____	\$ _____
The Lodge	_____	_____	_____	Free	\$250	\$ _____
Campsite	_____	_____	_____	_____	_____	_____
Site w/ Electric	_____	_____	_____	\$25 / Night	_____	\$ _____
Site w/out Electric	_____	_____	_____	Free	_____	\$ _____
TOTAL					_____	\$ _____

RESERVATION RULES

Check, or Money Order only, please. Cash will not be accepted.

Make checks out to: **"Empire Lodge Homeowners Association"** and include the Cabin Name and dates of stay on the checks memo line.

Reservations are available on a first come, first serve basis only. Please respect your fellow property owners and their guests and limit your reservation request to a maximum of 14 days.

Additional days may be requested and added at the time of occupancy on a space-available basis only. No advance additional-day reservations will be accepted. Please be prepared to pay for additional days at the time the request for extension is made. Check or Money Order only, please. No refunds will be given on extended stays for any reason.

PAYMENT

Full payment is due upon making the reservation. Please return your payment and paperwork promptly to secure your reservation. Reservations are valid only upon receipt of full payment for the rental.

CANCELLATION POLICY

Cancellations received more than thirty days (30) prior to the scheduled arrival date will be eligible for a 50% refund. Cancellations within thirty days will not be eligible for a refund.

BEDDING / CLEANING

Members must bring their own bedding, pillows, etc., and are expected to clean the unit prior to departure. (cleaning supplies supplied by ELHA, Inc.) Failure to clean the unit will result in an additional charge of \$35

AGREEMENT

I, the undersigned, have read and fully accept the above terms of payment. I also acknowledge that I have read and understand the Common Property Reservation Policy (see page 2 of this document) that apply to this reservation. By signing below, I acknowledge that this is a financially binding agreement between myself and ELHA, Inc., and that I will abide by the attached terms, rules, and regulations, or I will lose current/future privilege to use the facilities at Beaver Lakes Estates. Must be signed by a Member in good standing.

Signed _____
 Date _____

Member Name _____
 Check Number _____

Please make a copy of this form and save for your records



COMMON PROPERTY RESERVATION POLICY

BEAVER LAKES ESTATES
EMPIRE LODGEHOMEOWNER'S ASSOCIATION, INC.
585 EMPIRE VALLEY DRIVE, LEADVILLE, CO 80461
719-486-0978
www.beaverlakes.org

1. Reservations for cabins and trailer spaces shall be made on a first come, first served basis by contacting the Resident Caretaker by phone at 719-486-0978 or email beaverlakesestates@gmail.com. Please fill out/return the required paperwork and full-payment promptly to secure/insure your reservation as requested.
2. Members must accompany or be on the premises with their non-related guests at all times. No reservations shall be offered to non-relatives or friends if the Member is not physically at BLE during the term of the rental.
3. All Members must check in with the Resident Caretaker upon arrival and prior to occupancy.
4. Check-out is at 11:00 am.
5. Check-in is at 1:00 pm, or as soon as the room may be cleaned by The Resident Caretaker if the preceding tenants failed to clean the cabin (for which they will be charged re rule #9 below).
6. Cabin reservations will not be accepted for periods longer than fourteen (14) days. The same rules shall apply with respect to reservations for the electric hook-up slots and camping spaces in the campground. However, on a space available basis only, the length of stay rules may be waived in the event that a member or their guest requests to extend their existing rental occupancy, as long as the total length of the stay does not exceed twenty-one (21) days. Payment in full must be rendered at the time the extension is requested and no advance reservations will be taken for this additional request of stay. Please note that no refunds will be offered should the duration of stay be shortened for any reason, and that extended stay requests of this nature will be evaluated on an individual/as needed basis only.
7. Full payment is due upon making the reservation. All payments must be made by check or Money Order payable to Empire Lodge Homeowner's Association, Inc. Cash will not be accepted. (Note: Returned check charge: \$25.00) Reservations will be valid only upon receipt of payment in full. Reservation will not be final until payment is received.
8. Cancellations received more than thirty days (30) prior to the scheduled arrival date will be eligible for a 50% refund. Cancellations within thirty days will not be eligible for a refund.
9. Members are responsible for assuring the cabin is thoroughly cleaned prior to check out. This policy will be strictly enforced. A fee of \$35 will be charged to clean the cabin if it is not left in clean condition, as determined by the sole discretion of the Resident Caretaker.
10. All campground users are required to maintain the area surrounding their trailers in a neat and clean condition at all times. No trash service is provided. Please plan accordingly and remove all trash upon departure.
11. While BLE Members may allow family and guests to reserve the cabins, trailer, and campground facilities, Members will be held responsible for any damage or misconduct on the part of their guests. Recurring problems with guests or family of a Member may cause such Member's cabin and trailer privileges to be forfeited for a period of time, upon a vote of the Board of Directors.
12. Members are responsible for assuring their family and guests keep the Lodge and shower facilities clean. Please see the Resident Caretaker to request the use of the Lodge.
13. Quiet time is 10pm. Please respect the rights of others at all times when using ELHA facilities. Turn all exterior lights off when not needed.

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