

## **Rental Policy for Use of the Moyaone Association Facilities (as of June 2025)**

The Wagner Community Center, the Moyaone Pool and the picnic/cook area are available for private use and rental to Community residents and property owners who are members in good standing of the Moyaone Association or who are current members of the Moyaone Pool. This is not a rental facility for the greater Accokeek area or the general public, it is a benefit of membership.

The exclusive use of the Moyaone Commons, which includes the Wagner Community Center, the Moyaone Pool and the outdoor picnic/cook area has the following hierarchy in the use of these facilities:

- Moyaone Association Board of Directors
- Moyaone Association Residents & Undeveloped Lot Owners in Good Standing
- Members of the Moyaone Pool (current season)

In order to use any of the facilities for a private event a rental application form must be completed and approved in advance. The rental application can be obtained either at the pool desk or online ([moyaone.org](http://moyaone.org)). All applications are to be reviewed and approved/denied within one week of submittal. All applicants will be notified by either the Chair of the Buildings and Grounds Committee, the Pool Manager or a member of the Moyaone Board.

All applicants wanting to use any of the facilities for a private rental will need to secure any necessary event liquor license for Prince George's County should there be alcohol for sale. Such a license must be obtained and displayed.

Any outside vendors providing event services such as caterers, decorators, etc. must provide a certificate of insurance naming the Moyaone Association an additional insured. This must be provided to the Moyaone Comptroller (14) days prior to the event.

The number of people able to attend any private event in the Wagner Community Center shall be controlled by the Fire Marshall's declaration of the number of people allowed in the Wagner Community Center. The number of parking spaces in the existing parking lot is restricted to 50 vehicles.

The \$250 security fee shall be submitted prior to any approved event for any clean-up or damage done by the event. If no damage or excessive clean-up is incurred the fee shall be returned after the event by the Moyaone Comptroller. Please note DATE of your event on the check's MEMO line.

The rental fee (not security fee) for the Wagner Center or the picnic/cook area is waived, once a year, for all Moyaone Association Residents (only) in good standing. This special consideration is not transferable. This free use is for a single event, either at the Wagner Center or the picnic/cookout area.

Each subsequent rental use by a Moyaone Association member is \$15 per hour, with a minimum two-hour reservation base.

Special exceptions: Community based class — educational, social, cultural, exercise — will be permitted without a Moyaone Association member using their one free use of the Wagner Community Center or picnic/cook area. However, such activities must be open to the Moyaone Association, and must comply with the Prince George's County non-discrimination policy (see below). The security fee will be waived, unless the facility is left in an unclean manner, in which the \$250 fee will be charged. An application still must be submitted (and all rules apply), and a person listed as the responsible party for any damage or clean-up fee.

Moyaone Association members, pool members and Moyaone Association property owners can use the picnic/cook area without reservations if their use is for their family and friends, but not so large a gathering as to make it an exclusive or private event. If so, see above for reserving the area for a private event.

Moyaone Pool rental:

- Exclusive use after stated hours has a rental fee of \$100 per hour.
- Members holding events during pool hours must pay a \$5.00 per person fee for each guest (non-Moyaone member) who uses the pool.

**Non-discrimination Policy:** No activity will be permitted should there be any discrimination because of race, color, religion, creed, age, marital status, sex, sexual orientation, national origin, ancestry or physical or mental disability.

**Moyaone Association Rental Form Application (June 2024)**

Full Name (print) : \_\_\_\_\_

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

\_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Circle One: Moyaone Resident - Moyaone Property Owner - Pool Member

Facility to Rent: \_\_\_\_\_ Wagner Bldg. \_\_\_\_\_ Moyaone Pool \_\_\_\_\_ Cook/Picnic Area

Purpose of the event: \_\_\_\_\_

Date of Event : \_\_\_\_\_

Hours for Event: \_\_\_\_\_

*(please include time for set-up and clean-up)*

Number of participants (estimate): \_\_\_\_\_

Number of vehicles (50 Max): \_\_\_\_\_

Security Deposit:   \$250   check amount and number: \_\_\_\_\_

Special Event Insurance Policy: (yes/no) \_\_\_\_\_

P. G. Co. Event Liquor License: (yes/no) \_\_\_\_\_

Rental cost for event: \_\_\_\_\_

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