

## Prairie Club Rental Procedures

*Special rental procedures are being implemented for the 2021 rental season in response to the pandemic. In addition, the timing of the reservation process has been compressed this year. The Prairie Club is optimistic that it will return to the historic rental procedures and timing in 2022.*

### **April**

Prairie Club office publishes the rental procedures in *The Bulletin*, our quarterly club newsletter. No reservation requests will be honored before **April 20<sup>th</sup>**. Active members in good standing who want to rent Club owned facilities must mail their written requests along with a deposit to the Club office with the dates requested and the preferred rental locations. Envelopes must be postmarked no sooner than April 20<sup>th</sup>. No faxes, e-mails, or telephone calls will be accepted.

Rental requests will be taken in order of receipt beginning on April 26<sup>th</sup>. Listing three rental dates, in order of preference, usually assures a rental during the summer. For your request to be considered, a \$50.00 nonrefundable deposit check payable to The Prairie Club must be included for each rental you wish fulfilled. Your deposit for any unfilled request will be returned. If you do not include a deposit for each rental request, your request will not be considered.

During the initial reservation fulfillment process, priority will be given to exclusives at Buena Vista and the Farmhouse. The Family Cottage does not offer exclusives during the peak season.

Any Prairie Club member in good standing can rent one facility at Hazelhurst Camp during peak season (mid-June - Labor Day weekend). The renting member is responsible for all guests and must be present in the camp for the duration of the rental. The member will be held responsible for any damage or charges incurred and will not be allowed to rent again until all charges are paid in full. All facilities will be inspected after check out by the cleaning crew and the Caretaker, who will arrange for any emergency repairs. Our facility chair(s) will be notified immediately of any loss or damage.

The Prairie Club requires the Prairie Club renting member(s) to execute the “Prairie Club Rental Properties and Facilities Communicable Disease Related Hold Harmless, Release, Waiver of Liability, and Indemnity Agreement” (“Agreement”) and return a signed copy (or an email confirmation of the member’s consent to the Agreement) to the Prairie Club office with the balance due on the rental. ***You will not obtain access to the rental facility if the Agreement is not received.*** The Agreement is available for download on our website: [ThePrairieClub.org](http://ThePrairieClub.org).

Details of The Prairie Club’s rental facilities may be found on our website: [ThePrairieClub.org](http://ThePrairieClub.org).

### **May 3-7**

Club office confirms rentals with members. Reservations are finalized.

### **May 21**

Final payments for peak season rentals must be made by May 21. Final payments for all other rentals must be made 30 days prior to the rental stay.

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## **COVID 19 Policy**

The Prairie Club is concerned for the safety of its members and guests. Accordingly, the Prairie Club requires that at the time of your rental you have not, and any person known to you who will stay with you on the Property or enter Camp with you, or visit you (each a “Member of Your Party,” collectively “Members of Your Party”) has not, within the fourteen days prior to the first day of your rental been diagnosed with, demonstrated any symptoms of, or has in any way been exposed to any communicable diseases including but not limited to “severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)”, “COVID-19” or any mutation or variant thereof, (SARS-CoV-2, COVID -19 or any mutation or variation thereof being referred to herein collectively as “COVID-19”).

## **Cancellation policy**

Cancellations must be made by May 21<sup>st</sup> or thirty (30) days prior to rental. If you must cancel after May 21<sup>st</sup>, there will be no refund or credit given. Non-peak rentals must be canceled 30 days prior to rental for refund.

## **Special Refund Policy for COVID**

For the 2021 rental season, we are instituting a special cancellation policy regarding COVID-19. The Prairie Club is taking all reasonable efforts to provide a safe environment for your rental. However, safety is a shared responsibility.

- **If any member of the rental party has been diagnosed with COVID-19 or shows symptoms within fourteen days before the start of the rental term, the renting member should inform the Prairie Club office as soon as possible but no later than four days before the start of your rental and cancel your rental. A full credit or refund will be provided in this circumstance.**
- **No refund will be provided if notification of cancellation to the Prairie Club occurs within 72 hours of the start of your rental, e.g., later than 1 p.m. Michigan time on the Tuesday prior to a weekly rental starting on Friday.**

## **Other notes**

A waiting list will be established for rentals that cannot be immediately accommodated. Off season rental requests may be made throughout the entire year. Please contact the Prairie Club office directly for information regarding renting for large groups.

## **Private Cottage Rentals**

Siteholders may rent their private cottages to active Prairie Club members only.

The Prairie Club is not responsible for any aspect of private cottage rentals, including defaults on rental agreements. Siteholders must provide renters with the Hazelhurst Camp Rules and may be held responsible for any violations by their renters.