

2023 Prairie Club Rental Procedures

The Prairie Club continues to monitor the COVID-19 situation and the rental procedures specified below are subject to change. The Prairie Club Board of Directors has concluded to return to its normal cleaning services and schedule for rental reservations for the 2023 rental season.

The following is the timetable for rental facility reservations for the 2023 rental season.

January

In January, the Prairie Club office publishes the rental procedures in *The Bulletin*, our quarterly club newsletter.

February

No reservation requests will be considered before **February 15th**. 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 February 15th. No faxes, e-mails, or telephone calls for peak season requests will be accepted.

Rental requests will be processed in order of receipt beginning on February 22nd. Listing three rental dates, in order of preference, usually assures a rental during the summer. For your request to be considered, a \$50.00 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.

March 1 - 15

Club office confirms rentals with members. Reservations are finalized.

May 1

Final payments for peak season rentals must be made by May 1st. Final payments for all other rentals must be made 30 days prior to the rental stay.

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").

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. The renting member(s) must sign the Agreement even if it was signed in a prior year. **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.

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Cleaning Policy

Each and every renter is expected to help keep our facilities clean and in good condition. Please consult the guidelines for clean-up procedures that are posted in each facility. All guests are required to leave the cottage clean and in good condition before departure. Sheets and pillowcases should be stripped from beds and placed in hampers in each closet. Trash and recycling should be taken out and placed in the proper receptacles. Dishes should be washed and put away before the arrival of the cleaning service. We recognize the earlier check-out time may make it difficult to wash and put away dishes prior to the 11:00 a.m. departure time. If time does not permit, dishes should be placed in the dishwasher and the dishwasher should be started. **If it is determined after the cleaning service inspection that the facility is in need of additional cleaning, dishwashing, or repair/replacement, the renting member will be charged a minimum of \$100 for these services. Additionally, failure to comply with the requirements to leave the facility by the 11 a.m. departure deadline will result in the assessment of a minimum of \$100 to the renting member.**

Cancellation policy

Cancellations must be made by May 1st for peak season rentals or thirty (30) days prior to rental for all other rental seasons. If you must cancel after May 1st for peak season rentals or less than 30 days prior to the rental in other rental seasons, there will be no refund or credit given.

Other notes

- Any Prairie Club member in good standing can rent one facility at Hazelhurst Camp during peak season (June 16th – September 4th). 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. As indicated above, failure to comply with the requirements to leave the facility by the 11 a.m. departure deadline or in good condition will result in the assessment of a minimum of \$100 to the renting member.
- Details of The Prairie Club's rental facilities may be found on our website: ThePrairieClub.org.
- 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.
- 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. The Prairie Club office no longer keeps a list of private cottages available for rental.