



1 Glade Drive, Long Pond, PA 18334
 Community Center
 (570) 646-8118
 Fax: (570) 643-3393

Date Wanted:	_____
Day of Week:	_____
Start Time:	_____ End time: _____
Type of Event:	_____

Date Reservation Taken _____

Member/Associate Name _____ Lot #: _____

Mailing Address: _____

Phone Number (day): _____ Best time to call: _____

Phone Number (night): _____ Best time to call: _____

Number of Attendees: _____ (round figure)

Pool:	No	Yes	(if yes, how many hours _____ how many people _____)
Bar:	No	Yes	(if yes, - full bar _____, limited bar _____)

Food Service: Plated Dinner _____
 Inclusive Menu _____
 Buffet _____

Renter given food menus: Yes _____
 No _____
 N/A _____

Follow up contact scheduled for: _____

Notes: _____

