



## Application For POA Regularly Scheduled Groups, Events And Social Functions

Revised 3/2016

Name of Group \_\_\_\_\_

Contact Name \_\_\_\_\_

Lot # \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date(s) POA Activity Center is desired \_\_\_\_\_

Time of event \_\_\_\_\_ to \_\_\_\_\_ Number of members \_\_\_\_\_

I (We) understand and agree to the following terms:

1. The group will advertise (in Association Press and other areas as may be appropriate) that it is open to all POA members in good standing.
2. The group shall consist of a majority of POA members.
3. All POA group members must be POA members in good standing. Group contact/administrator agrees to prohibit any delinquent member and open to all members in good-standing with lack of notice if necessary.
4. Group understands that this application is for the current or upcoming year only and that acceptance of this application does not automatically mean acceptance in subsequent years.
5. Group agrees to abide by all written POA Activity Center rules. (See attached)
6. The Activity Center is not closed to other members of the POA during the Regularly Scheduled event.
7. Coffee, tea, sugar, creamer and coffee cups will be supplied by the POA; any other paper products must be supplied by the group.
8. If the Regularly Scheduled Group plans to consume alcohol anytime throughout the contracted year, a one-time \$150 fee will be required to cover liquor license.
9. **AT THE END OF ANY EVENT, THE RESPONSIBLE PARTY WILL ENSURE THAT THE FOLLOWING HAS BEEN COMPLETED:**
  - All decorations brought in for the event must be removed.
  - Trash- if more than (1) 13 gallon trash bag, the trash MUST be removed.
  - Return all furniture to its original position.
  - Coffee burners are cleaned and all are turned off.
  - Counter tops and tables have been wiped off and are clear of any debris.
  - Owner Services should be contacted if any issues arise: 573-434-0021
  - If an event coincides with your event, or immediately follows, please be courteous.
  - No smoking is allowed inside the building or on the deck.

\_\_\_\_\_  
Elected Representative Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date