

PROPERTY OWNERS ASSOCIATION
 33430 HARVEST WAY
 WILDOMAR, CA 92595
 PH: (951) 244-3719 • FAX (951) 244-0553

Facility Use Reservation Application for The Barn Library and/or Amphitheater

Check the box for the Facility you are requesting to use, only one reservation per application.

Barn Library (capacity 62) Amphitheater TODAY'S DATE: _____

Deposit: \$150.00 (\$50.00, plus \$100.00 Usage Fee)

Name of Applicant: _____	FPOA Account # _____
Farm Address: _____	Phone Number (_____) _____
Type of Activity: _____	Number of Guests _____
Date of Use: _____	Begin Time: _____ End Time: _____
<i>(Final End Time is 10:00 P.M. – No exceptions)</i>	

Facility requested:

(1) Barn Library (**Deposit \$50.00 plus \$100.00 Usage Fee**)

Rectangular Tables: 6' (seats 6 adults) # of Tables _____ Metal Folding Chairs # _____
 8' (seats 8 adults) # of Tables _____

Use of Kitchen: Refrigerator _____ Stove/Oven _____ Microwave _____ Sinks _____

The FPOA does not furnish anything other than these appliances; you need to supply plates, pots, silverware, dish towels, etc.

(2) Amphitheater (outdoor facility; **open until DUSK only**) Electricity Needed: Yes No

*Please pick up the front door key at The Farm Barn before 5:00 p.m. the day prior to your event;
 Friday if weekend event and return it in The Farm Barn drop box immediately after your event.*

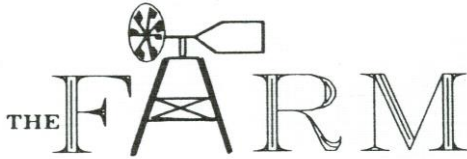
It is your responsibility to set up tables and chairs for your event and dump refuse in trash bins in outside area.

I, [print name] _____, THE APPLICANT OF THIS PRIVATE EVENT, ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ATTACHED FACILITY USE RULES AND REGULATIONS, AND AGREE TO ABIDE BY THEM. I WILL BE PRESENT AT MY EVENT AT ALL TIMES AND AGREE TO BE SOLELY RESPONSIBLE FOR MY GUESTS AND PROMISE TO DEFEND, INDEMNIFY AND HOLD THE FPOA HARMLESS FROM ANY LIABILITY ASSOCIATED WITH THIS EVENT. I UNDERSTAND THAT MY DEPOSIT WILL BE REFUNDED TO ME AFTER THE PREMISES HAVE BEEN INSPECTED BY A FPOA REPRESENTATIVE AND IS IN AN ACCEPTABLE CONDITION WITH NO DAMAGE TO FPOA PROPERTY OR SURROUNDING AREAS. FAILURE TO ABIDE BY THE FACILITY USE RULES AND REGULATIONS MAY RESULT IN MY DEPOSIT NOT BEING RETURNED AND FUTURE FACILITY USE PRIVILEGES DENIED. ***I AM ALSO AWARE THAT THE FACILITIES AND SURROUNDING PREMISES ARE MONITORED BY RECORDED SURVEILLANCE.***

Signature of Applicant: _____ Date: _____

FPOA BOARD OF DIRECTORS AND/OR FPOA EMPLOYEES MAY CHECK RULE COMPLIANCE DURING ALL FUNCTIONS AT ALL FACILITIES.

Name on Check: _____	Approved/Reserved on FPOA Activity Calendar by: _____
Deposit paid: Check # _____ Money Order # _____	Amount: \$ _____ Dated: _____
Inspected by: _____	Condition: _____ Date: _____ Refund: Yes No
Revised 12.2023	



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**FACILITY USE BARN LIBRARY OR AMPITHEATER
RULES AND REGULATIONS**

All groups and/or the Applicant using the facilities of the Farm Property Owners Association (“FPOA”), hereby assumes all liability for injuries to persons or property during the use of the facilities and agree to hold the FPOA free and harmless from all costs and liability imposed by law for the injury of people or damage to property.

The person signing this Application is responsible for all conditions stated herein and acknowledges that he/she is a member in good standing (current in monthly FPOA assessments). Further, the signer of this Application must be in attendance at all times at the event and take responsibility for enforcement of all FPOA rules and regulations.

The FPOA reserves the right to cancel any reservations due to circumstances unknown and/or in case of an emergency.

Please initial below to acknowledge you have read each Facility Use Rule:

1. **Times:** Reservation hours must include preparation and clean-up time. The Barn Library or Amphitheater will be made available only during those specified hours. You must make arrangements at least 48 hours prior to the event for key pick up and any other instructions made by the FPOA office personnel.

2. **Attendance:** Be as specific as possible regarding attendance. Attendance may not exceed the maximum legal capacity of the Barn Library which is 62 persons.

3. **Decorations:** Decorations must be made of flame-and-fire-proof materials, and must be removed before leaving the facility. Use masking tape only when putting up decorations. No screws, nails, or Scotch tape. Walls must not be defaced.

4. **Smoking:** No smoking in the Barn Library. Smoking is permitted outside the facility at a distance of 20 feet away from any window or door. Please smoke in designated areas only.

5. **Music:** Please keep the live or recorded music being played to a maximum decibel level of 55 (Municipal Code 9.48.040).

6. **Alcohol:** A “Host Liquor Liability Insurance” policy in the amount of \$1,000,000.00 is mandatory if you are serving alcohol and must be filed with the FPOA at least 15 days prior to the event.

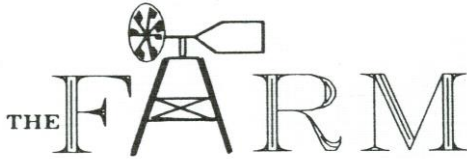
Hard liquor is NOT permitted – no exceptions.

Beer and wine may be served at the event with the following conditions:

- ✓ Provide proof of “Host Liquor Liability Insurance” (through caterer or Applicant’s homeowner’s insurance company or purchased online);
- ✓ Two-drink limit;
- ✓ No service to minors;
- ✓ Stop service well in advance of the event’s conclusion;
- ✓ Provide transportation home for those who may need it.

FPOA requires all hosts who plan to serve beer and wine to sign an *Indemnity and Hold Harmless Agreement* which protects the FPOA in the event there are injuries and losses arising from the event.

FPOA Directors may check The Farm facilities during events for Rules & Regulations compliance. The facilities and surrounding premises are being monitored by recorded surveillance.



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7. **Security:** Events at which beer and/or wine are served will require one Security Guard per every 40 attendees, Security Guards from event start to finish, not including set-up and clean-up time. For example, if you have 1 to 40 guests, one Security Guard will be required; 41 to 62 guests, two Security Guards will be required. Farm Barn maximum occupancy is 62. Professional Security Guards will be hired by the FPOA and the Applicant will be responsible for the cost which is approximately \$45.00, per hour, per guard, with a four-hour minimum (*cost subject to change without notice*). Payment is required to complete the Application. If the event is canceled any cancellation fee from the security service will be charged to the Applicant.
8. **Air Conditioning/Heating/Breaker Box:** Is programmed on a timer and should never be touched. If a problem persists, call the FPOA office at 951-244-3719 during regular business hours. After business hours call the Director of the Month at 951-295-1104. If you move or tamper with the box, your deposit will not be returned until the BOD and Maintenance Manager has had a chance to assess any damages.
9. **Animals:** No animals except for service animals are allowed in the facilities - *No exceptions*.
10. **Attire:** NO BARE FEET or WET BATHING SUITS are allowed in the Barn Library.
11. **Reservations:** Facilities may be used only for recreational, social, educational, presentations, and receptions. No facility shall be used for the private gain of any individual or group (CC&Rs Article IV, Section 2, page 10). Facilities are for the reservation of members of the FPOA only. No reservations will be accepted more than three months in advance, unless approved by the Board of Directors. The pool is not available for use when renting the Barn Library – **no pool parties**.
12. **Cancellations:** The FPOA business office must be notified at least three days prior to the event of any cancellation of any event for a refund.
13. **Deposits:** A deposit of \$50.00 is required upon submittal of this application for use of the Barn Library or Amphitheater. A usage fee of \$100.00 is required upon submittal of this application for the use of the Barn Library. The application must be filed with the FPOA business office and may not conflict with prior engagements. **The FPOA reserves the right not to refund the total deposit fee if the rules and regulations are not enforced and followed or if proper care is not taken in cleaning up the facilities.** All funds will be deposited immediately upon discretion of the FPOA Board of Directors and refunded only after the date of the event and after inspection of the facility of the Director of the Month, Maintenance, and/or Administrative office staff. Please allow up to one week after the end of the event for the return of the deposit. (Fees subject to change without notice.)
14. **Cleaning:** Users are responsible for their own cleanup, inside and out. **Cleanup supplies are not furnished by the FPOA.** If cleaning must be done by the FPOA Maintenance personnel, a portion or the entire deposit fee may not be refunded.
15. **Closing:** The Barn Library and pool area close at 10:00 P.M. Make sure all windows and doors are locked. Return the key in the mail drop box outside the FPOA Barn office door immediately after your event has ended.
16. **No tables and/or chairs are allowed outside** of the Barn Library.
17. **Damages and costs** that exceed the amount of the deposit are the responsibility of the Applicant.