

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

## Facility Use Reservation Application for Millers' Mill Recreation Building

**Deposit: \$400.00 (\$225.00, plus \$175.00 Usage Fee)**

Today's Date: \_\_\_\_\_

Name of Applicant: _____	FPOA Account # _____
Address: _____	Phone (____) _____
Type of Activity: _____	Number of Guests _____
Date of Use: _____ Hours: _____ to _____ Must be out by 10:00 p.m. - include time for set up/clean up	

Note: Cooking is NOT permitted in this building; there is *no* cooking equipment (no stove, oven or microwave)

Use of Serving Room \_\_\_\_\_ Sink \_\_\_\_\_ Refrigerator \_\_\_\_\_ (FPOA does *not* supply plates, silverware, cups, coffee, etc.)

FPOA Round Tables: 60" (seats 8 adults) # of Tables \_\_\_\_\_ Black Metal Chairs # \_\_\_\_\_

FPOA 8' Rectangular Tables (seats 8 adults) # of Tables \_\_\_\_\_ (limit 4)

Pre-Walk Thru Date/Time: \_\_\_\_\_ Post-Walk Thru Date/Time: \_\_\_\_\_

Pick up keys at Pre-Walk Thru

Drop off keys at Post-Walk Thru

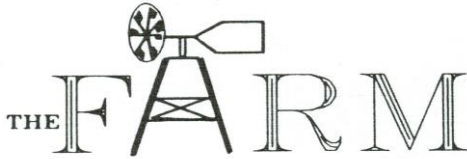
I [print name] \_\_\_\_\_ THE APPLICANT OF THIS PRIVATE EVENT, ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ATTACHED FACILITY USE RULES AND REGULATIONS, AND AGREE TO ABIDE BY THEM. I WILL BE PRESENT AT MY EVENT AT ALL TIMES AND AGREE TO BE SOLELY RESPONSIBLE FOR MY GUESTS. I PROMISE TO DEFEND, INDEMNIFY, AND HOLD THE FARM PROPERTY OWNERS ASSOCIATION ("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 BEING 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: _____
Amount of Refund Approved \$ _____	Date Refund Request sent to Bookkeeper: _____
Notes: _____	
_____	
_____	

A NON PROFIT CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF CALIFORNIA.

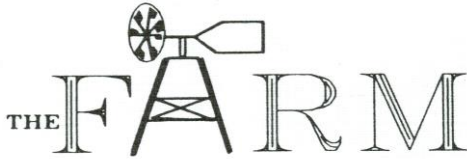


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## **FACILITY USE RULES AND REGULATIONS** **MILLERS' MILL RECREATION BUILDING**

Please initial boxes below to acknowledge you have read and understand each Facility Use Rule and Regulation:

- 1. Sole Discretion:** Approval of events is at the sole and absolute discretion of The Farm Property Owners Association (hereinafter "FPOA"). The FPOA reserves the right to cancel reservations due to circumstances unknown and/or in the case of an emergency.
- 2. Assuming Liability:** The Applicant using the facilities of FPOA, hereby assumes all liability for injuries to persons or damage to property during the use of the facilities and agrees to hold the FPOA free and harmless from all costs and liability imposed by law for the injury of people or damage to property.
- 3. Responsibility of Applicant:** **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 with no fines).** Further, the signer of this Application must be in attendance at the event at all times, and take responsibility for enforcement of all the rules and regulations contained herein. When beer and/or wine are served, the Applicant must be at least 21 years of age.
- 4. Reservations:** The Millers' Mill Recreation Building (hereinafter "Recreation Building") 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.
- 5. Cancellations:** The FPOA business office must be notified in writing at least seven days prior to the event of a cancellation for a full refund.
- 6. Attendance:** Be as specific as possible regarding attendance. Attendance may not exceed the maximum legal capacity of the Recreation Building which is 199 persons per the Certificate of Occupancy.
- 7. Hours of Use:** The Recreation Building closes at 10:00 P.M. The Applicant must allow enough time for event preparation and clean-up to be able to leave the building by 10:00 P.M. There are no exceptions. The Recreation Building will be made available only during the specified hours that the Applicant requests on the Facility Use Application. 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.
- 8. Deposit:** A deposit of \$225.00 is required upon submittal of this Application for use of the Recreation Building. 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 the discretion of the FPOA Board of Directors and refunded only after the date of the event and after inspection of the facility by the Director of the Month, Maintenance Department, and/or Administrative office staff. **Please allow approximately two weeks after the date of the event for the return of the deposit.** (Deposit fee subject to change without notice.)
- 9. Use Fee:** A non-refundable fee of \$175.00 is payable at the time of completing the Application to cover the cost of gas and electricity for heating or cooling, and water. (Use fee subject to change without notice.)



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**10. Air Conditioning/Heating:** Is programmed on a thermostat and should never be touched. If a problem arises, call the FPOA office at 951-244-3719 during regular-business hours. During after-business hours, call the Director of the Month at 951-294-1104. If you move or tamper with the system, your deposit will not be returned until the Board of Directors and the Maintenance Manager has had a chance to assess any damages.

**11. Alcohol:** A “Host Liquor Liability Insurance” policy in the amount of one million dollars (\$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 date of the event.

**Hard liquor is NOT permitted – no exceptions.**

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

- ✓ Provide proof of a \$1,000,000.00 Host Liquor Liability Insurance policy (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 Applicants who plan to serve beer and/or 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 Recreation Building during events for Rules and Regulations compliance. The facilities and surrounding premises are being monitored by recorded surveillance which is viewed daily.

**12. 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 120 guests, three Security Guards will be required. 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.

**13. Chaperones:** If at an event, the majority of the attendees are 17 years of age and younger (e.g., high school graduation party), there shall be one adult Chaperone in attendance at all times, per 10 minors.

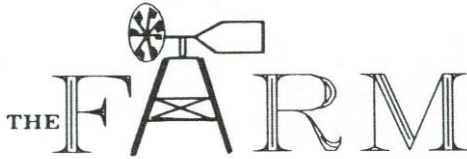
**14. Decorations:** Decorations must be of flame-and-fire-proof materials, and must be removed before leaving the facility. Use painter’s blue masking tape only when putting up decorations. No screws, nails, or Scotch tape. Walls must not be defaced.

**15. Smoking:** No smoking of any kind is permitted in the Recreation Building. Smoking of tobacco is permitted outside the facility at a distance of 20 feet away from any window or door.

**16. Music:** Whether music for an event is provided by a live band, recordings, or electronic musical devices, all sounds emanating from the building should not exceed 55 decibels - Wildomar Municipal Code Section 9.48.040 General Sound Level Standards.

**17. Offensive Behavior:** No offensive conduct of any nature that creates a nuisance to the surrounding neighborhood will be tolerated.

**18. Illegal Activity:** All illegal activities, including, but not limited to the use of illegal drugs such as marijuana are strictly prohibited.



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- 19. Animals:** No animals except certified-approved service animals are allowed in facilities - *No exceptions.*
- 20. Clean-Up and Trash:** Applicant is responsible for cleaning up, inside and out. **Cleanup supplies are not furnished by FPOA.** All trash must be disposed of in the trash containers located in the designated trash area. If clean up must be done by FPOA Maintenance, a portion or the entire deposit fee may not be refunded.
- 21. Closing:** The Recreation Building closes at 10:00 P.M. Make sure all doors are locked. **Return all keys at the Post-Walk-Thru meeting.**
- 22. Tables, chairs, etc.:** **Tables and chairs are not for use outside** the Recreation Building. The round tables and black chairs are not available to rent for use at private-resident parties. The television and piano are only available for use at FPOA sponsored events, not private parties.
- 23. Damages and costs** that exceed the amount of the deposit are the responsibility of the Applicant.
- 24. Fire Lane:** There is no parking permitted in the area designated "Fire Lane". *Warning: If your vehicle is parked in this area, it will be subject to a citation by the City of Wildomar and may be towed at your expense.*
- 25. Terminate an Event:** In the event of a material (i.e., significant) violation of this Agreement, the FPOA reserves the right to immediately terminate the event and, if necessary, call law enforcement. Such termination due to a material violation would be in the sole discretion of the Board of Directors, acting through any Director who discovers the material violation.