

Powhatan Community Services Association (PCSA)

c/o Berkeley Realty Property Management, Inc.

150 Strawberry Plains Road, Suite A-1

Williamsburg, VA 23188

The Louise Pearson Clubhouse Rules and Regulations

The clubhouse encompasses a building with a meeting room, small kitchen, office, and bathrooms plus a covered but open sided picnic patio. These facilities are available to PCSA members in good standing and their guests/renters. Management of this facility is entrusted to Berkeley Realty Property Management with oversight by the Clubhouse Committee and the Board of Directors. Use of the facility may be denied to anyone when the requested activity is deemed inappropriate to the best interests of the PCSA. Use of the Clubhouse is defined in these Rules and Regulations.

I. Allowed Uses:

A. Activities/functions sponsored by the PCSA

B. Private functions sponsored by a PCSA member

II. Fees (refer to "Policy on Clubhouse Rental Fees")

III. Meeting and Function Specific Rules and Regulations: These Rules and Regulations are applicable to all activities held in the Clubhouse. The individual making arrangements for the activity and signing the request form has the responsibility to ensure that these rules are followed.

A. Except for business/social functions/activities sponsored by PCSA and its sub-associations, all individuals or groups proposing to use the Clubhouse must submit a completed Clubhouse Application Form. That application, when signed by the sponsor, signifies that the sponsor accepts full responsibility for the function and will ensure that all applicable rules and regulations are followed. The approved application will form the basis for scheduling use of the facility.

Note: any **non-paying** group establishing a recurring reservation for a particular day and time period will be requested, with advance notice, to relinquish that standing reservation to a request from a paying individual.

B. Occupancy limit within the building 147.

C. A sponsoring responsible adult aged 21 years or older (normally the PCSA member) must be present at all functions/activities held in the Community Center. (Chaperons are required for functions with children under the age of 18 years. One chaperon shall be present for every ten children; chaperons shall see that all rules and regulations are followed.)

D. Curfew – sponsors of any evening activity will ensure that the function/activity has ceased and the building has been properly cleaned, vacated and properly secured no later than 11:30 p.m.

E. There is no smoking or vaping permitted inside the building.

F. The Clubhouse property (chairs, tables, etc.) is not to be borrowed, rented, or removed from the premises without explicit permission of the representative of Berkeley Realty Property Management.

G. Alcoholic beverage use must comply with the Virginia Law; for details not addressed below, contact the Hampton Regional ABC office at 757-825-7830.

1. This facility may not be used for an event in which alcoholic beverages are sold.

2. As long as the sponsoring/responsible individual is a PCSA member in good standing, consumption of alcoholic beverages will be allowed. The responsibility for coordinating with the Virginia ABC office and obtaining any required permits/licenses rest with the sponsor.

3. At no time shall alcoholic beverages be stored overnight at the Clubhouse or left unattended in the clubhouse or on the grounds (tennis court, playground, parking lot).

4. Alcoholic beverages shall not be served or consumed at any function held for minors (under 21 years of age).

5. Abuse of alcoholic beverages during any function will not be tolerated. The sponsor will be responsible for the behavior of guests/attendees.

H. Decorations, if used, will not be affixed building surfaces so as to deface the walls. Do not use nails, thumbtacks, or tape. No glitter use is permitted inside the clubhouse facility.

I. Out of respect for homeowners residing adjacent to the Clubhouse and Recreation Site, the sponsor of a function or activity will ensure that care is taken not to create a nuisance, to include but not be limited to excessive noise, trespassing on neighboring property, littering, etc.) Reporting of such a nuisance to and necessitating a response by the James City County Police Department or other enforcement agency may constitute the basis for denying the refund of the damage deposit.

J. Pets are not allowed inside the building.

K. The sponsor of the function/activity is responsible for ensuring that the facility is left in good condition, cleaned, the check list complete to include removing all food and beverages from the premises immediately following the function. Trash bags and other cleaning supplies are located in the kitchen.

(revised March 2019)