

Powhatan Community Services Association (PCSA)

C/O Associa Community Group

5388 Discovery Park Blvd Ste. 130-A Williamsburg, VA 23188

757.345.6400

Irish@communitygroup.com

The Louise Pearson Clubhouse Fee Schedule

Rental Hours:

Morning rental is 8 a.m. to 2 p.m.

Evening rental is 4 p.m. to 11 p.m.

This schedule will allow for the traditional 2-hour inspection time between rentals. Should a renter wish to overlap into the time from 2 to 4 pm, they will then be required to rent for a full day.

Rental Fees:

Monday, Tuesday, Wednesday, and Thursday fees

\$70.00 for morning or evening rental; \$100.00 for a full day rental

Friday, Saturday, and Sunday fees

\$100.00 for morning or evening rental; \$150.00 for a full day rental

A Security Deposit of \$100.00 must be paid, in addition to the rental fee. (This is to be used in case the facilities are left uncleaned, damaged or misused.) If there is no problem after the event, you will receive the \$100.00 back.

Please send your rental payment and the security deposit in two separate checks to:

Powhatan Clubhouse

C/O Associa Community Group

5388 Discovery Park Blvd Ste. 130-A Williamsburg, VA 23188

Check availability prior to paying by contacting Lynda at Associa via email to Irish@communitygroup.com or calling her at 757-345-6400. NO RESERVATION WILL BE BOOKED UNTIL WE RECEIVED YOUR TWO CHECKS.

Meeting Room: 29 x 35 ft

Capacity Limit: 147

Alcohol: If you want to serve alcohol at your event, please obtain an ABC Banquet License www.abc.virginia.gov.

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 Associa Community Group 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 "Fees" document to see the most current ones)

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. Occupancy limit within the building 147.

B. A sponsoring responsible adult aged 21 years or older (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.)

C. 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.

The Louise Pearson Clubhouse Rules and Regulations (con't)

D. There is no smoking or vaping permitted inside or around the building.

E. The Clubhouse property (chairs, tables, etc.) is not to be borrowed, rented, or removed from the premises without explicit permission of the representative of Associa Community Group Management.

F. Alcoholic beverage use must comply with the Virginia Law; for details not addressed below, contact the Hampton Regional ABC office at 757-825-7830. If you want to serve alcohol at your event, please have in mind that you have to get an ABC Banquet License www.abc.virginia.gov

1. 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.

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

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

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

G. 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.

H. 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.

I. 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 August 2023)