

**Hi-Desert Fellowship, Inc. (known as the Alano Club)  
57637 Yucca Trail Yucca Valley, CA**

**Application for Use of Alano Club for Special Events**

**Applicant's Name:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Applicant's Email:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

**Event Date:** \_\_\_\_\_

**Event Hours:** \_\_\_\_\_

**Estimated Attendance:** \_\_\_\_\_

**FEES:**

- There is a required minimum donation of \$100 for the first three (3) hours. There will be a \$25 per hour additional charge. All charges must be paid in advance. Fees will be charged for the entire time the applicant requires access to the Alano Club. This includes time required for setting up an event, decorating, cleaning up and clearing the property.
- A \$50 cleaning deposit is also required and will be refunded if no extra cleaning service is needed. If any damage to the Alano Club occurs during use or if excessive clean up is required after use, the actual cost of repairs or clean up will be deducted from the deposit. If cost of repairs or clean up exceeds the deposit amount the applicant will be invoiced and billed for the difference.
- Attach a check made payable to Hi-Desert Fellowship, Inc.

I have read and understand the **Alano Club Facility Use Policies and Procedures** on Page Two of this document and agree to comply with the conditions stated herein.

\_\_\_\_\_  
Applicant Signature \_\_\_\_\_  
Date Signed

If Applicant has less than one year continuous membership in the Club, this application must be co-signed by someone who meets this requirement:

\_\_\_\_\_  
Co-Applicant Signature (if required) \_\_\_\_\_  
Date Signed

# ALANO CLUB FACILITY USE POLICIES AND PROCEDURES

## GENERAL RULES AND REGULATIONS

- An application can be obtained from the Steering Committee by attending a meeting. The Steering Committee meets the second Friday of each month at 5:30pm at the Alano Club.
- Use of the facility is contingent upon applicant being a member of the Alano Club for a year prior to the event. If applicant is not a member, they may seek out a qualified member to sponsor them as the applicant.
- Submit the completed application to the Steering Committee at least two weeks prior to the event, for approval. It will then be forwarded to the Board of Directors to ensure that there are no violations of the Articles of Incorporation or the bylaws of Hi-Desert Fellowship, Inc.
- Prior to the event the applicant is responsible for arranging the opening and closing of the Alano Club. Members with keys include Steering Committee members, Board members and meeting secretaries.
- The applicant is responsible to ensure that the Alcoholics Anonymous and Al-Anon spiritual principle of anonymity is respected. Considerations must be made regarding the use of social media and photos to protect the anonymity of attendees at events held at the Alano Club
- The High-Desert Fellowship, Inc. or their Steering Committee Members or Board Members reserves the right to suspend use of the facility to those groups or individuals not complying with the established rules and regulations.
- The High-Desert Fellowship, Inc. or their Steering Committee Members or Board Members will not be held responsible for the loss, damage or theft of articles or equipment owned by the applicant.
- The Alano Club is a no-smoking facility.