

IronOaks Homeowner Potluck Policy

(Revised December 8, 2010)

The following policy is established in order to clarify guidelines concerning potlucks and other functions where homeowners use the restaurant facilities during the hours when the restaurants are closed.

1) Definition: A potluck is defined as a meal or a function where homeowners may bring food prepared by themselves to be shared by the attendees. All beverages must be purchased from the restaurant unless the potluck is scheduled on the patio. If alcoholic beverages are desired, either on the patio or in the building, arrangements must be made with the catering staff to supply a bartender (#7).

2) Potlucks are allowed at Poolside Cafe and the Ironwood Clubhouse at anytime that the restaurants do not offer food service. Under no circumstances are potlucks allowed in the Oakwood Clubhouse. The potluck may begin one hour after the restaurant closes. Potluck events may also be scheduled at the Ironwood clubhouse during the morning hours (before the restaurant opens), at the Oakwood pro shop card room, or at the Poolside Café on any day that the restaurant is closed.

3) Reservations for a potluck at either the Poolside Café or the Ironwood Clubhouse must be made by calling the catering manager (480-895-7275). The catering manager will coordinate to assure that the location is available on the date requested. Reservations for the potluck are on a first come, first served basis. Reservations may not be made more than 60 days prior to the event. If the potluck is planned for the same time as an Association sponsored event, then reservations may not be made more than 30 days prior to the event.

4) Weekly or monthly recurring potlucks (i.e. a club or neighborhood that wishes to hold a potluck once a week or once a month) are not allowed.

5) Potlucks may be scheduled at one location at the same time that the Association is sponsoring an event at a different location provided a) that the Association does not plan to hold an event at the potluck location; b) that the reservation for the potluck is made no more than 30 days prior to the event; and c) that staffing requirements do not conflict with the Association event. The Ironwood New Year's Eve potluck may continue to be held provided that they comply with the requirements of a), b) and c).

6) Attendees are prohibited from entering the kitchen/bar/server area.

7) The following charges and fees apply to a potluck:

- A \$75 cleaning fee must be paid at the time the reservation is approved. This fee **MAY BE REFUNDED** if the facility is left in the same condition as it was found. This fee applies only when the event is schedule inside the building, but not on the patios.

- If the participants wish to have liquor served, a \$50 set up fee must be paid at the time the reservation is approved. This fee WILL BE REFUNDED if bar sales average \$100 per hour for each hour the bar is open.
- If the potluck is held inside the building (not on the patio) and wait staff is requested, there will be an hourly charge for this service. A separate charge will apply for linens or other equipment that may be requested.
- The costs for any non-alcoholic beverage service must be paid by the homeowner following the event.
- The cost to repair any damage caused by the attendees will be assessed to the individual who made the reservation.

8) The attached Acknowledgment and Release and Waiver of Liability form must be signed by the homeowner at the time the reservation is made.

9) If the potluck is held as a memorial, please refer to the Memorial Policy.

This IronOaks Potluck Policy rescinds all prior policies and agreements made concerning the SLHOA#3 homeowner potluck events.

Effective date: