

VIRGINIA CROSSING

Rules & Regulations for Use of Clubhouse Function Room

Scheduling an Event

1. Any member, in good standing, may reserve the clubhouse function room for private or member only events.
2. No commercial events are permitted.
3. There is no reservation fee for member only events, or for private events with no more than 15 guests.
4. Reservation fee for private events with more than 15 guests is \$100 plus a security deposit of \$100.
5. Before submitting any requests, check the VC calendar to confirm there are no conflicts.
6. Reservation forms are in the clubhouse library & on the VC HOA website calendar page.
7. Forms are placed in the clubhouse office mail drop, or emailed to vcrossing.board@gmail.com
8. All events must be approved in writing using the proper form 2 weeks prior to the event.

Event Rules

1. You may set up no more than 24 hours before your event. It is your responsibility to check the VC calendar for any conflicts with your scheduled set up.
2. Maximum capacity of the clubhouse function room is 101.
3. The host cannot provide or serve alcohol, BYOB is permitted
4. Events must be confined to the function room with the use of restrooms. Guests are not allowed in the pool area.
5. It is the homeowner's responsibility to be present during the event & to maintain control of the event.
6. Cleanup is the responsibility of the homeowner host. Tables must be returned to their original position, all folding chairs returned to storage closet, blinds closed, lights & fans off, thermostats reset using the hold button. Mode and temperature signs will be posted based on the season of the year.
7. For any extra cleaning required or damage, a charge may be added to the homeowner's property management account. If no cleaning necessary, the security check will be returned or destroyed.
8. Cars are to be parked on one side of the street and must not interfere with resident driveways. Parking signs and maps are located in the clubhouse function room closet.

A motion made and seconded, these rules & regulations approved.
This 24th day of April 2025



Board President