

Club Annual Sanction/Re-sanction Request

Canadian Lakes Association

The **Canadian Lakes Property Owners Corporation (CLPOC)** has assigned the **Canadian Lakes Association (CLA)** the responsibility to sanction and monitor clubs in Canadian Lakes.

The CLA is guided by Article V, Section C of the CLPOC Articles of Incorporation which states: "Use of and access to the common facilities owned and maintained by the Corporation shall be consistent with all deed restrictions, and with the rules and regulations as may from time to time be established and shall be restricted to eligible members who are in good standing and their guests."

In compliance with this article the CLA has established the following rules for clubs:

1. CL clubs must be sanctioned/re-sanctioned by the CLA board every year.
 - a. Every fall the Club Leader must complete this form (both sides, signed and dated) and submit it to the CLA Sanctioned Activities Director (CLASAD). The form can be mailed or dropped off at the CLPOC office, 10700 Pierce Rd., Canadian Lakes, MI 49346.
 - b. The CLA board will use this form to grant or deny sanction of the club.
 - c. If any information on this form changes alert the CLASAD and submit a new form.
2. Membership in the club and club activity attendance must be available to any CLPOC member in good standing and may be available to their guests and relatives.
3. National, state or county affiliation is allowed if necessary for a club to become the Canadian Lakes chapter of a larger organization. This affiliation does not grant any of the club's rights or privileges to the larger organization. Specifically, regarding use of CLPOC facilities.
4. The Club Leader must be a CLPOC member in good standing.
5. Sanctioned club activities open to the general public require prior approval of the CLA board.
6. Sanctioned clubs are eligible to use CLPOC facilities. Rules for club usage of CLPOC facilities:
 - a. Prior to using any CLPOC facility the club must complete a 20XX CLA Calendar Request Form and submit the form to the CLPOC office for approval. The CLPOC office will inform the club if the facility is available. Facility use forms can be obtained at the CLPOC office. The forms allow the CLPOC office to manage conflicts and inform clubs if changes occur regarding facility availability.
 - b. If a facility reservation is no longer required immediately inform the CLPOC office.
 - c. For activities at CLPOC facilities covered by the CLPOC state liquor license (Castle and Royal Canadian Restaurant) participants ARE NOT PERMITTED to bring alcohol. Any liquor consumed at these facilities must be provided by the CLPOC.
 - d. For activities at other CLPOC facilities (Highland Haus, Alpine Haus, All Pavilions, Legacy Park ...) a B.Y.O.B policy is acceptable.
7. Sanctioned clubs must not collect money from members for the benefit of the Club Leader. Any monies collected must be for the benefit of the club or of Canadian Lakes,
 - a. The person responsible for club money should periodically prepare and present a financial report to the club members.

I have read and agree to the CLA rules for Sanctioned Clubs and Club Activities. I understand that maintaining CLA sanction for my club is contingent on adherence to these rules.

Leader Signature: _____ **Print Name:** _____ **Date:** ____/____/____

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Canadian Lakes Association

General Information:

Date: ____/____/____

Club Name: _____

Club Leader: _____ Contact Phone: _____

Contact Email: _____

Alternate Contact: _____ Alternate Phone: _____

Alternate Email: _____

Club Purpose/Activities: _____

Estimated or Average Number of Members: _____

For help in managing use of CLPOC facilities:

Meeting Location(s) show CLPOC facilities used: _____

Meeting Day(s) of the week and Time(s): _____

Months in which meetings are held: _____

Information regarding money collected:

Does the club collect money: Yes _____ No _____

If money is collected what is the amount and what is it used for: _____

Does the person responsible for money periodically prepare and present a report: Yes _____ No _____

If yes, at what frequency (monthly, yearly, etc.): _____

Leader Signature: _____ Print Name: _____ Date: ____/____/____