

Bulletin Board Application for Events in the Meeting Room

Complete this application for parties, teas, receptions, and similar social events personally hosted by a resident in the meeting room and open to all residents free of charge. Complete this application for campaign appearances or debates by candidates on the ballot for a primary or general election in Swarthmore. Please refer to rule 4.6 for requirements and compliance.

Host's Name and Unit # _____

Host's phone number _____

Date and Time of Event _____ from _____ to _____

Description of Event _____

Residents should RSVP to the following phone number, email address, etc.:

Events may not promote commercial pursuits for any purpose or solicit interest or funds for any purpose, such as institutional, charitable, etc., except in regard to campaign appearances or debates by candidates.

These appearances or debates are open to residents only. No solicitation of funds may be made for any purpose.

Occupancy of the meeting room is limited to 50 persons, including political candidates and their associates. Host shall notify the management office when he/she is aware that 50 persons will be in attendance and shall refuse additional acceptances from residents.

Posting is permitted no earlier than 14 days prior to the event, or in the case of a political campaign event, 14 days prior to the primary or general election.

The Bulletin Board Administrator or a representative of the management office shall remove the posting within 2 days following the event or after 50 persons are known to be expected to attend the event, whichever occurs first.

Resident certifies that the room rental and deposit have been paid and agrees to comply with all Association rules and regulations in connection with the event.

Signature: _____

Date: _____

For the bulletin board administrator: a 3x5 inch card shall identify the host and unit number and shall briefly note the nature of the event, and state the date and time, and the preferred method of accepting the invitation. Please distribute a copy of the rule below, along with the application.

Addition to Rule 4.6. Solicitation:

Notwithstanding the foregoing, residents may submit notices for posting on the designated mailroom bulletin boards as follows.

Only the following types of residents' notices are eligible for posting:

- Sale, purchase, or rental by a resident or owner of a condominium related item, i.e., storage locker, carport, condominium unit, condominium contents. Notice shall be presented on a 3x5" card.
- Sale by resident or owner of previously purchased, unused tickets for concerts, theater, sporting, and other entertainment. Notice shall be presented on a 3x5" card.
- Invitations to
 - (a) parties, teas, receptions, and similar social events personally hosted by a resident in the meeting room and open to all residents free of charge;
 - (b) campaign appearances or debates by candidates on the ballot for a primary or general election in Swarthmore

The following conditions shall apply to invitations:

1. Invitations must be submitted on a prescribed form available from the management office or the SHCA Bulletin Board Administrator. The notice shall include resident host contact information; date, time, and duration of event; request for acceptance of invitation;
2. Events may not promote commercial pursuits for any purpose or solicit interest for any purpose, such as institutional, charitable, etc., except in regard to campaign appearances or debates by candidates, as stated above under "invitations." Furthermore, such appearances or debates are open to residents only. Furthermore, no solicitation of funds may be made for any purpose.
3. Host shall notify the management office when 50 residents have accepted the invitation and shall refuse additional acceptances.
4. Posting is permitted no earlier than 14 days prior to the event, or in the case of a political campaign event, 14 days prior to the primary or general election. The Bulletin Board Administrator shall remove the posting within 2 days following the event or after 50 persons have accepted the invitation, whichever occurs first.
5. All other Association rules shall continue to apply.