



Far Hills Association, Inc., 13 Blueberry Road, Ashburnham, MA 01430-1049

2020 RESERVATION PROCEDURES FOR PRIVATE EVENTS LEVINS HALL – RIPPLE BEACH – LOLLIPOP BEACH

A Reservation is necessary for any FHA Member in order to hold a Private Event at Levins Hall, Ripple Beach or at Lollipop Beach

To ensure that all members have equal ability to make a Reservation, the following steps need to be taken:

1. The Start Date for applying for a Reservation to use Levins Hall for 2020 is February 7, 2020 with a Deadline of February 21, 2020.
2. Any Member wishing to make a Reservation should send an email to the Social Director (social@farhillsassociation.com) with the day and date and the number of people anticipated to attend.
 - a. On February 21st, Reservations will be reviewed and granted if this only one request for a date. If there is more than one request, the Member who applied (emailed) with the earliest date will be granted provided the Member meets all the requirements.
3. After February 21st, Reservations may be granted on a 'first come, first serve' basis.
4. Once the Date has been approved, each applicant must complete the Rental Application Form and the 2020 Social Activities Permit and submit those forms along with two checks for the Rental and Cleaning fees with the forms. Applying Member must be 'in good standing' in order to be eligible. The Forms will be emailed to the Applicant and also can be found on the FHA website (www.farhillsassociation.com)
5. Terms and conditions for Rentals can be found on the Social Activities Permit.
6. Please note that there have been changes to the terms and conditions for renting Levins Hall / Ripple Beach as specified in the Permit.

EVENTS AT THE BEACHES:

Events with more than 25 attendees at Ripple or Lollipop Beaches will need to notify the Social Director and abide by the conditions in the FHA Handbook.

**Any questions should be addressed to the Social Director
(social@farhillsassociation.com)**