



## **Use the Wilmot Community Association Red Barn for free**

*A special program for groups, clubs, nonprofits and municipal commissions and committees*

**Clubs and activity groups as well as Wilmot nonprofits and official town commissions and committees are welcome to use the Function Room at the Wilmot Community Association's (WCA) Red Barn at no charge under the following conditions:**

- Three categories of groups and organizations qualify for the program:
  - Formal and informal clubs, activity groups, affinity groups, and support groups
  - Wilmot-based nonprofits
  - Wilmot town commissions and committees
- Free-use is available for free activities, events, and meetings only.
- The program is not available for paid classes, events, and conferences or nonprofit fundraisers.
- The Red Barn is available for daytime and evening use Monday through Thursday and before 10 a.m. on Friday, Saturday and Sunday mornings.
- Meeting time is limited to no more 2 1/2 hours; including set up and clean up.
- The Red Barn is available for regular weekly, monthly, and quarterly meetings. Nonprofits and official town organizations can also use the Red Barn for one-off meetings. Availability is limited.
- Formal and informal clubs and groups must be open to the general public. Some limited membership criteria are permitted for support and affinity groups.
- A nonprofit must be a registered 501(c)(3) organization and its activities and membership must be open to the general public.
- Municipal committees' and commissions' meetings must be open to the public.
- All weekly, monthly, and quarterly free-use participants must sign a Release & Waiver of Liability.
- For one-off meetings and programs, the organizing nonprofit must sign a release and assume liability for any claims.
- For municipal meetings, the town must sign a release and assume liability for any claims.
- Free-use is limited to the function room, front hall, and restrooms. The kitchen is not included in the program. Weekly, monthly, and quarterly free-use groups can add the kitchen during regular meeting times twice per year for special celebrations at \$35 per event.
- Free-use meeting(s) must be scheduled through the WCA office. Requests for weekly, monthly, and quarterly meetings should be made well in advance, once per year for the entire year.
- Reservations are first-come/first-serve. Free-use groups can be bumped with priority given to paying customers and WCA sponsored and co-sponsored events.
- Groups must have a go-to person for communications with WCA staff and board. This person is responsible for opening and closing the building, collecting waivers, and ensuring the Function Room is tidy at the end of each meeting.
- The WCA board of directors reserves the right to drop groups, organizations, and/or individuals from the free-use program for noncompliance of these guidelines.
- The WCA is a registered 501(c)(3) nonprofit organization. Individuals and organizations benefiting from the free-use program are encouraged to support the organization with a donation to the WCA or by becoming a WCA member.

WCA Red Barn - 64 Village Road, Wilmot, NH - [www.WilmotWCA.org](http://www.WilmotWCA.org) - [wca@tds.net](mailto:wca@tds.net)