

Hudson Portuguese Club

Membership Policy	Revised 05.01.08	Last Revised 09.30.10
Created 05.01.08	Last Revised 04.15.10	

During the April meetings the board of directors discussed the benefits of being a member. At this same meeting it was voted by the BOD and the Oversight Committee to have the following changed and confirmed for immediate implementation. By Massachusetts state law, all hall rentals must include tax. All hall rentals must include an 18% service charge (example of charge are setting up, cleaning, and taking it down, etc.).

Costs not included in hall rentals are: All hall rentals do not include linens, food, video equipment, bartender and server fees, extra dance floor set-up and removal, kitchen fees, and other costs as discussed by functions coordinator or requested by patrons not usually provided by the club.

Hall Definition: Booked area (rented or non-rented) for a function with the exclusion of patio and grounds which are for the enjoyment of members and other patrons. When possible and when needed an outside area may be marked and rented for a private party. Members or patrons will not be allowed to use this area during these times.

Hall Rental Discount: A rental fee will be collected for usage of halls. Deposits and rental fees are non-refundable. Discounts are to be applied as follows:

Member discounts are 4% per year of membership but not more than 20%.

Non-profit organizations will have access to our facilities at a discounted price when approved by the BOD before booking. Not to be used on peak season or high saleable hours. An exempt federal tax id is required for all non profits. Holy Ghost feasts will fall under this rule post approval by the board.

Kitchen Usage and Fees: Kitchen fee must be paid in advance. Only approved licensed outside caterers are allowed to use the kitchen and must provide proof of insurance of no less than \$1 million.

Food: Only members of the club in good standing have the privilege to bring food into the facilities or renting the kitchen when renting a hall. Anyone else must use either a licensed caterer, our in house caterer or become a member of the Hudson Portuguese Club.

Drinks: All beverages regardless if alcoholic or not must be purchased from the Portuguese Club. This includes coffee service.

Member Definition: For the hall rental purpose, a member or an immediate family member living under the same household (parent, a child, etc.) can rent the facilities at the member discount. Proof of address by the member will be required. The registered member must sign the contract and be responsible for all the details, including payment and compensation for any damages.

Pavilion Rental: Current members in good standing will be able to rent the pavilion for free.

Cooking fee of \$150 will be applied for kitchen usage.

\$100 cleaning/utilities fee will be collected for each use.

A deposit of \$150 will secure the date and will be reimbursed on the day of the event.

Membership Discounts to HPC sponsored events and activities - In an attempt to clarify the HPC policy on membership discounts for HPC sponsored events and activities the board of directors has decided on the following for

Definitions:

A "one time" event occurs over one day, evening, weekend or possibly a week.

Examples would be dinner dances, comedy shows, musical performances, cultural events, etc.

A reoccurring activity consists of a group that meets at regular intervals over an extended period of time.

Examples would be the children's folklore, Portuguese school, sports leagues, dance/music classes, etc.

Individual Memberships, Honorary Memberships and Members of Merit

For club sponsored "one time" events, if the club is offering members' discounted tickets, these members are entitled to one (1) discounted ticket to each event.

For club sponsored reoccurring activities, if the club is offering members' discounts for these activities, only the individual member is eligible for the discount. The discounts would not extend to spouses, children, etc.

Family Memberships

For club sponsored "one time" events, if the club is offering members' discounted tickets, these members are entitled to a discounted ticket for each individual in the Family Membership.

For club sponsored reoccurring activities, if the club is offering members' discounts for these activities, all individuals in the Family Membership are eligible for the discount.

Any membership discounts can only be received after the general assembly has approved the membership and are not retroactive.

Lurdes Melo, HPC BOD President

CC: M. Braga, K. Santos, P. Breton, E. Chaves, C. Salomao, L. Fontes