

## Unity Club Meeting Application

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Proposed Group Name: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

Room: \_\_\_\_\_ Day: \_\_\_\_\_ Time: \_\_\_\_\_

Meeting Fellowship: \_\_\_\_\_ Format: (OD, Step, BB...) \_\_\_\_\_ Estimated Size: \_\_\_\_\_  
\_\_\_\_\_

Chairperson/POC: \_\_\_\_\_ Phone/Email: \_\_\_\_\_  
\_\_\_\_\_

Please deliver completed application to the coffee bar staff or to the Managers office.  
\_\_\_\_\_

### **\*Stipulation for Use of Facility\***

The Unity Club requires each group meeting at the Club to pay ninety percent (90%) of the group's collection to the Club for use of the space. Place the payment in the envelopes provided in the collection baskets in each meeting room. Complete fully the information on the envelope, have the Secretary sign it, and deposit into the drop safe outside the door of meeting room #1. **Each meeting is tasked with leaving a clean room.** Please properly dispose of all trash and straighten all chairs so that the room has an orderly appearance upon conclusion of your meeting. Thank You!