

Monona Serenity Group Clubhouse Application for a 12-Step Meeting

Thank you for your group's interest in using meeting space at the Monona Serenity Group Inc. clubhouse ("MSG"). This document is put together in hopes that we can make your new meeting a success. To this end, please review the following points regarding guidelines, contributions and house rules before you fill out the application form.

In accordance with the Guidelines on Clubs published by AA World Services, 12-step groups are not affiliated with MSG, Inc. except as tenants. No endorsement exists, and none should be implied, nor inferred from the use of the facilities. MSG does not interfere with the 7th Tradition of AA, which states that every group should be self-supporting, declining outside contributions. These Guidelines further advise groups that "this includes paying their fair rent for use of the facilities, maintaining a separate treasury, and making its own contributions directly to the local central/intergroup office, the district, the area general service committee, and the GSO."

- Meetings must use their assigned rooms. If attendance changes and you find that you need a larger room, let us know. We'll happily move the meeting room if possible.
- The required contribution for all rooms is 80% of the collection of the group, to be deposited at the end of each meeting. If your group collections are not sufficient to support a minimum contribution of \$25 per month, the Board will reconsider the arrangement.
- We ask that you pass a second basket for contributions to the operations of the clubhouse. There is a separate envelope for that purpose. Please use it.
- Coffee funds are to be deposited in a separate envelope marked for that purpose.
- Contributions should be deposited into the safe, which is located in the hallway.
- Envelopes are conveniently located near the safe and in each meeting room. Accounting for contributions is done by writing name of the group, the time of the meeting, the number of attendees and the amount enclosed on the envelope. **Please be sure the envelope is marked properly so that we can accurately credit your payment.**
- Because of the cost of printing schedules and website updates, we do not add new meetings to our schedules until they are well established. **Please email us a confirmation that the group is regularly meeting and wishes to be added to the schedules after three months.**

Your group may keep a literature box in your regular meeting room but all books and literature should be cleaned up and put away at the end of each meeting. **Please be sure your group cleans up after each meeting, turns off coffee pots and turns off lights and removes any food. Clubhouse rules are posted and must be followed by all attendees.**

Use for a Single Event

The use of MSG facilities for single events **related to 12-Step Recovery programs** is allowed with prior approval using the same meeting application form. Groups are required to obtain permission in advance and are also asked to "pass the basket" donating 80% of the proceeds from the event to Monona Serenity Group. Other payment options should be arranged in advance.

Welcome to Monona Serenity Club
Contact us at info@mononaserenitygroup.org