



Approval for Neighborhood Party Reimbursement

Homeowner Name: _____ Date: _____

Homeowner Address: _____

Homeowner Contact Information: Telephone _____ Email _____

The Event will be hosted at the following location: _____

Date of the Event: _____ Start Time: _____

- 1) Representatives from the neighborhood must contact the Association's General Manager at least 45 days prior to the event to obtain approval. A form will be available on the website and at the Association Office for applicants to complete.
- 2) Only 1 person should apply for the \$100.00 contribution from the Association. This person must be a Homeowner, the term "Homeowner" refers to the person's name that is on the Deed to a property located in Ashburn Farm.
- 3) The Homeowner agrees that the money contributed will be used to purchase only food, paper products (i.e., plates, cups, plastic utensils) and soft drinks for the event. No alcohol products can be purchased with the Association's contribution.
- 4) Original store receipts detailing the purchases (of up to \$100.00) must be submitted to the Association office no later than 30 days after the event.
- 5) The money is allotted to the "Neighborhood" as defined by the Association. This means that notification and invitation to Neighborhood Parties must be provided to all residents within a neighborhood and not just to unique streets or individual residents. The Neighborhood party invitation is to be published in the Ashburn Farm Newsletter and the Association's website prior to the scheduled party date. The information should include: Contact information, the name of the Neighborhood being invited (and the streets that make up that neighborhood), the location, date and time it is scheduled for. (Newsletter information is due on the 10th of the previous month).
- 6) The \$100.00 allotment can only be applied for once per year, per Neighborhood.
- 7) Neighborhood Parties must be held between the months of May and October. This is meant for outside gatherings.
- 8) Since there is limited money budgeted for this benefit, \$100.00 allotments will be disbursed on a first-come, first-served basis until the \$1,000.00 budgeted maximum is reached. Once reached, this benefit is no longer available for that calendar current year.
- 9) The Neighborhood party should be located within Ashburn Farm's boundaries.
- 10) All trash should be picked up and properly disposed of immediately after the party concludes. If it is found by Ashburn Farm Staff that the cleanup was not handled properly, or a complaint is received by another resident that trash was not cleaned up, the \$100.00 allotment will be forfeited.
- 11) The Neighborhood event is a social event only and should not be used as a business opportunity promoting or selling products or services, used as a tool to promote a political party or agenda, as a fundraiser or for any sport teams /leagues as an award method or recruiting.

I have reviewed and agree to all the Guidelines established for reimbursement as noted above. _____

Office Use Only

General Manager: Approved Not Approved If not approved, specify why: _____

Signature: _____

Date Receipts received: _____ Reimbursement Amount: \$ _____ Check Mailed: _____

Neighborhood Names and the Streets that make up the Neighborhood are listed on back.

Neighborhood Name (Bold)
Streets indicated below

Arundel

Hedgerow Terrace
Winding Brook Square

Ashberry

Cedarpost Square
Marymount Square

Beckridge

Buttermere Terrace
Chestermill Terrace
Elm Grove Terrace
Farmgate Terrace
Gardenpost Square
Lawnsberry Square
Mount Pleasant Terrace

Birchmere

Blythwood Court
Crossbow Court
Crowfoot Court
Gardengate Circle
Heatherton Court
Hollyberry Court
Homecrest Court
Huntland Court
Laurel Leaf Court
Scarlet Rush Court
Springwater Court

Brookford

Adena Terrace
Benwood Terrace
Brookford Square
Cedar Glen Terrace
Dillonvale Terrace
Lansing Terrace
Stillforest Terrace
Whisperwood Terrace
Yorkville Terrace

Cameron

Coach House Square
Cornerpost Square
Parlor Square
Railstop Terrace
Strawrick Terrace

Cedarwalk

Breezyhill Drive
Cherrystone Place
Courier Ridge Place
Deepspring Court
Deerwatch Place
Gristmill Court
Logmill Court
Stoneyglen Court
Wintersrun Court

Cloverdale

Amberview Court
Cool Spring Lane
Crosstimber Way
Deer Chase Place
Farmingdale Drive
Maplegrove Court
Mintwood Court
Needlepine Court
Yellowbloom Court

Deerfield

Chokeberry Square
Southwind Terrace

Farmwell

Barley Court
Blue Bill Court
Coal Bed Court
Deep Furrow Court
Hayshire Court
Haystack Court
Nightshade Place
Raintree Court
Starflower Way
Stoncrop Place
Summerwood Circle
Windrow Court

Foxhorn

Pioneer Ridge Terrace
Postrail Square

Gray

Colter Court
Greenbriar Court
Ridgeview Place
Thistlewood Court
Whetstone Court

Great Harvest

Brownstone Court
Butterfield Court
Cavalier Court
Dovetail Place
Ice Pond Drive
Irongate Way
Preston Court
Smokehouse Court
Swamp Fox Court
Watershed Court
Windmill Drive

Great Meadow

Cross Breeze Place
Dewberry Court
Edgebrook Court
Elmhurst Court
Grainery Court
Wayside Circle
Wellhouse Court
Wildrose Court

Hampshire

Apple Grove Court
Arrowhead Court
Clearwater Court
Cross Roads Drive
Golden Meadow Circle
Great Harvest Court
Greenspring Court
Hornbeam Place
Meadowsweet Court
Osage Court
Sorrel Grove Court
Sweet Clover Place
Sweet Grass Way
Thimbleweed Court
Tiger Lily Place

Huntley

Alderleaf Terrace
Birchmere Terrace
Brightcrest Terrace
Clifton Terrace
Crape Myrtle Terrace
Day Lily Terrace
Edgecliff Terrace
Elkview Terrace
Fordham Terrace
Greyswallow Terrace
Hartsville Terrace
Medley Terrace
Rush Run Terrace
Silver Queen Terrace
Thurgood Terrace
Tiltonsville Terrace
Trout Terrace
Walshied Terrace
Walter Terrace

Lee

Crocus Terrace
Laburnum Square
Stonebridge Drive
Vineland Square
Wildflower Square

Millstone

Plantation Terrace
Tobacco Square

Mineral

Breezyhill Drive
Cloverknoll Court
Coppersmith Drive
Countrywalk Court
Hay Road
Hiddengrove Court
Longview Drive

Parrish

Blacksmith Square

Rosehill

Meadowthrash Court
Oakencroft Court
Stonecottage Place
Tavernsprings Court
Weatherwood Drive

Treetop

Ambleside Court
Belgreen Drive
Deer Run Way
Fernridge Way
Hunt Manor Court
Matchlock Court
Powderhorn Court
Rockfield Court
Scarlet Rush Court
Summithill Court
Willowbrook Drive

Westmere

Burnthill Court
DiFrank Court
Hedgeapple Court
Midvale Court
Silverthistle Court
Snowpine Place
Spiceberry Court
Steamside Place
Wintergrove Drive

Wheatland

Bent Twig Terrace
Clearnight Terrace
Gatwick Square
Ribboncrest Terrace

Wild Meadow

Misty Meadow Court
Wild Meadow Court
Wildbrook Court

Windmill

Dray Terrace
Livery Square

Woodbourne

Glenelder Terrace
Iymount Terrace