

RULES, REGULATIONS – Parkside Place Clubhouse

Approved by the Board of Directors February 26, 2001

SECTION 1: Clubhouse

1. **HOURS:** The Parkside Place clubhouse will be available to Parkside residents during the day beginning at 8:00 a.m.
2. **SCHEDULING:** The Parkside Place Association's Board of Directors has designated a Clubhouse Facility Committee (CFC) to coordinate the scheduling of the Association's facilities with the Management as follows.

- A. Applications for approval from residents requesting exclusive, private use of the Clubhouse will be accepted in accordance with the Rules and Regulations contained herein.

Notice of times, schedules and the sponsors of the private parties shall be posted by the CFC on the bulletin board calendar in the Breezeway.

- B. All Parkside Place Association-sponsored events, programs which include the use of the Clubhouse will be scheduled and posted on the bulletin board by the Social Committee. Parkside Place events will take precedence over private parties requesting the use of the Clubhouse.

The Social Committee will provide a list of their scheduled events to the CFC in order to prevent a duality of scheduling by both committees.

- C. All residents have free access to the grill, Breezeway and the kitchen when using the patio. The area that is used must be cleaned and left in an orderly manner. Residents using the patio must place their name on the calendar and the time of the event. Residents using the patio and kitchen may not use the main area of the Clubhouse. Residents may not have exclusive use of the Breezeway at any time. Placing your name on the calendar notifies others that you will be using a segment of the area.

3. **PRIVATE PARTY USE:** Applications for the exclusive use of the Clubhouse are available from the CFC. The application must be submitted five working days prior to the event. A user's fee of \$25.00 (group of one to twenty-five) or \$50.00 (group of twenty-five to fifty) and \$125.00 security deposit shall be required for private use of the Clubhouse.

After a resident's application form and moneys required are received by the CFC, the resident will be informed of a final approval and the event will be posted on the calendar by the CFC Chairperson. Then, the moneys and application will be forwarded to the management company.

The sponsoring resident is responsible for leaving the facilities in a neat and clean condition after use. Should a post-party inspection (held the next day by the CFC) determine the need for additional cleaning or repairs, the sponsoring resident will be charged accordingly from their security deposit or as an assessment against their unit. Such assessment shall be approved by the Board of Directors and shall be due the following month.

- 3.1 **Size:** Private parties are limited to a maximum of 50 guests. A larger attendance will be given consideration upon application, subject to the Board of Director's approval.
- 3.2 **Maximum Time Usage:** The maximum period of use for private parties is six (6) hours in addition to the necessary set-up time which must be on the day the clubhouse is reserved.
- 3.3 **Maximum Number or Uses:** The use of the Clubhouse for private parties by any one resident shall be limited to eight times per year, unless otherwise approved in writing by the Board of Directors.
- 3.4 **Parking:** The sponsoring resident must arrange for the guests' parking. There will be no parking on the streets (except with the Board of Director's permission at specified locations), on grassed areas, or in other resident's driveways without prior permission. No plan will be approved which inconveniences other residents. The sponsor will be responsible for any reported damage to private or community property. All guests are expected to observe the Rules and Regulations contained herein and it is the sponsoring resident's responsibility to inform his guests accordingly.
- 3.5 **Areas Reserved:** Residents renting the Clubhouse have exclusive use of the Clubhouse at the time designated for the event. If alcoholic beverages are served at a private party, use of the swimming pool is prohibited. All other facilities and the swimming pool shall be open to residents at all times. However a courtesy notice may be placed on the calendar to indicate a resident's wish to utilize the grills or any part of the Breezeway area. A sign-up sheet for tennis matches is located on the bulletin board in the Breezeway.
- 3.6 **Responsibilities:** The sponsoring resident has the responsibility for:
 - a. Personal attendance during authorized time.
 - b. Proper conduct of guests.
 - c. Repair or replacement of items damaged during use.
 - d. Disposing of trash and garbage in the containers provided.
 - e. Ensuring that residents are not unnecessarily inconvenienced during private use.

- f. Cleaning of the Clubhouse, including restrooms, prior to 12:00 noon the day after use.
- g. Ensuring that no loud or boisterous activity affects any of the surrounding residents.
- h. Ensuring that the lights, fan, air conditioner and water are turned off and all windows and doors are closed and locked.
- i. Ensuring that the lavatory doors are locked.
- j. Ensuring that the barbecue grill is cleaned and gas is shut off, if used.
- k. Ensuring that the outside fans and lights are turned off.

4. GENERAL:

- A. Individuals in wet bathing suits are not permitted in the clubhouse.
- B. Smoking is not allowed in the Clubhouse.
- C. Supplies in the kitchen cabinets in the Clubhouse are not for personal parties. They are for Association functions only.
- D. Children must be supervised around the pool area and Clubhouse at all times.
- E. All pets are excluded from the Gated Clubhouse, pool, and tennis areas.
- F. Gates will not be propped open for guests during an event. Insurance Company will not permit it.