

## ***Waterside Villages of Currituck#***

### **Clubhouse & Grill Rules and Regulations**

The following Rules and Regulations have been adopted and will be administered by the Waterside Villages of Currituck Board of Directors through Village Realty and Management Co. They may be reviewed and changed at any time by the Board of Directors. The intent of these restrictions is to respect the rights of the residents as a whole so they may obtain maximum use and enjoyment of the facilities.

**HOMEOWNER PRIVILEGE** Residents shall have access to the clubhouse/grill facilities at all times, except when areas have been reserved. Usage between 11 PM and 8 AM should limit noise and exterior lighting to a minimum.

**PERMITTED USE** Residents are encouraged to use the facilities for recreational uses. The Board reserves the right to deny any use that is deemed to adversely affect the quiet enjoyment of the residents or adversely impact the community. All activities should be approved through Village Realty and Management and listed on the community calendar in the office area of the Clubhouse; this includes private usages. Usage request forms are available in the office area.

**SMOKE FREE FACILITY** All facilities of Waterside Villages of Currituck are a smoke free environment.

#### **CLUBHOUSE RULES**

**All Common Areas -** If you utilize an area of the facility, it is your responsibility to return it to the original state in which you found it. If you rearrange furniture please restore it to its original place; take trash/recycle to outside cans, etc. There is no cleaning service provided for the facilities unless you contract through Village Realty and Management for clean-up. There are also no reserve funds at this time for replacement of any furnishings or equipment. All residents are responsible for caring for the facility.

**Grill Kitchen -** If you use the kitchen, please follow instructions posted in the kitchen for clean-up. Use caution when cooking or baking in the kitchen as stove/oven is gas. Instructions for appliances are available. Items stored in the refrigerator are for community activity use only. Personal items may only be stored for a private event if they will be used within 24 hours and must be labeled. No leftover items may be left in the refrigerator.

**Library - Current** books in good condition may be donated to the shelves in the Great Room for use by all residents. This does not include magazines. Please sign out any books you borrow and check them back in. Books should be placed back on the shelves in their proper place. The Library is not available when a private activity is taking place in the Great Room.

**Media Closet - There** will be printed instructions for usage of the equipment as it is repaired. Please do not tamper with wiring or remove any equipment.

**Guests - Residents** must accompany their guests **at all times** while utilizing the Clubhouse and its amenities, which include the Grill, pool, tennis courts, and other outdoor common areas. Unaccompanied individuals can be asked to leave the premises.

**Security - Every** resident is responsible for maintaining the security of the facilities. The access key should not be shared with guests or someone you do not know. If you are the last person in the facility, please turn off all lights, and any equipment utilized. Make sure all doors are closed tightly and locked.

**Clubhouse Rental - The** Great Room, Grill, Ballroom/Media Closet are available for residents to rent for private events. Rental fees will apply to groups of 25 or more. Please make inquiries with Village Realty and Management. Areas of the facilities not being rented are CLOSED to the party but remain open for residents and their guests.

Clubhouse facilities are not available for private usage during the following dates unless 4 weeks before the date in question the community has not schedules a Community event.

New Year's Eve/Day	Super Bowl Sunday	Valentine's Day
St. Patrick's Day	Easter	Kentucky Derby
Memorial Day	4th of July	Labor Day
Halloween	Thanksgiving	Christmas

## Waterside Villages of Currituck

### Pool and Patio Rules and Regulations

Intent: To provide a safe and enjoyable pool environment for all homeowners and their guests. Resident and guest use of the facility is with the understanding that they are obliged to comply with all pool rules and regulations declared by the Board of Directors.

- There is no lifeguard on duty. Swim at your own risk.
- Hours of Operation: The pool is currently open from 10:00am to 8:00pm. This may not apply to special reservations and events, please contact management for details.
- A resident must ALWAYS accompany guests while at the pool/patio areas.
- There will be a special “adults only” pool time every Tuesday and Thursday evening from 6:00pm to 8:00pm. No children are allowed in or around the pool during this time.
- An adult must be *in the pool* with any child under the age of 8 or any non-swimmer.
- Anyone in diapers, swim pants, or who is not toilet trained may not enter the pool.
- One lap-swimming lane is always available. Pool users shall yield to anyone wishing to use this lane.
- Small personal swimming aids such as life jackets and "noodles" are acceptable as long as they are used for swimming support. Small personal floats/rafts can be used, but large floatation equipment such as boats or multi-person floats are not permitted.
- Pets are NOT allowed in the pool or patio area.
- At all times - no running, diving, jumping, horseplay, toys or loud noises allowed.
- No china or glass containers may be carried into the pool area.
- Chewing gum is not allowed in the pool or within the gated area around the pool.
- Smoking is allowed at the back area of the pool near the tennis courts where a container is available for cigarette/cigar butts. **Smokers must place cigarette/cigar butts in a trashcan before leaving the pool area.**
- Cover all pool and patio furniture with a towel before applying suntan lotions/oils.

- Use of the gas grill by any resident is allowed. Cost of the propane tank is shared by residents who use the grill. Grill must be cleaned after each use. See instructions available in the kitchen.
- Residents and guests using the pool shall use the bathhouse restrooms, **not** the bathrooms in the Clubhouse or Grill. Cleaning of this facility is shared by residents using the pool.
- Return all furniture to the original positions and locations. Close umbrellas when leaving.
- Bathing suits are not allowed in the Clubhouse unless dry and appropriate cover-up is worn. Shoes are required.
- No wet bathing suits are allowed in the Grill. Towel off before entering. Shoes must be worn in the facilities to avoid slipping on tile floors. Guests must be accompanied by a resident when in the Grill.
- Please dispose of all trash / recycle in the appropriate containers near the entrance to the pool. Anything you bring it you should take back out.

## ***Waterside Villages of Currituck***

### ***Grandy, NC***

#### **Policies and Procedures for Private Use of the Clubhouse and Grill**

**Private Use of the Clubhouse and Grill is a Resident Privilege not a Resident Right. Private Use of the Clubhouse and Grill does not include use of the pool by any attendees. This is due to safety concerns. The pool is always open for use by residents.**

- All requests by residents for private usage of either Clubhouse or Grill will be coordinated through Leslie Sanders, Assoc. Property Manager, Village Realty and Management.
- Resident reserving the facility agrees to adhere to all of the rules.
- Requests may be made no earlier than 6 months prior to the month in which the event is being held. Any special exceptions will be taken under consideration by management.
- A Waterside Villages Room Reservation Contract must be completed and returned in order to secure the requested date. These forms are available in the office area of the Clubhouse.
- In the case of sponsorship, a Waterside Villages resident will complete the contract. Residents are responsible for payment of the rental fee, if applicable, and must be present during the entire event to include pre and post event preparations and clean up. **Failure to be present during the entire event including pre and post event preparations and clean up can result in forfeiture of any security deposit required.**
- A room reservation is secured when both the security deposit or special liability insurance policy (if required for sponsored &/or large events) and the contract form are submitted and signed off by both the Waterside Villages resident and Management staff. **The rental fee, if applicable, is to be paid the week of the event. Any security deposit, if applicable, will be refunded after the event if post inspection is satisfactory, the clean-up was satisfactory, and the other usage procedures have been followed.**

- Resident reserving the facility must be present whenever any vendor, caterer or other party associated with the event is present. This responsibility cannot be delegated to any family member, relative, friend, or other person who is not a resident of Waterside Villages.
- Prior to the event, the resident must conduct an inspection of the space and note any damage. Any items not noted will be considered to have occurred at the resident's event and charges will be levied.
- Any damages that go beyond ordinary wear will be the responsibility of the resident. There are currently no funds set up to replace furnishings or equipment.
- False alarms and any costs associated with false alarms will be the responsibility of the resident.
- Smoking Policy: The Clubhouse and Grill are smoke-free facilities. Ash receptacles are located outside the front doors and at the entrance to the pool area. **Please remove all cigarette and cigar butts upon completion of the event.**
- Alcoholic Beverages: **Alcoholic beverages are to be used in moderation and under no circumstances are they to be served to persons under age 21.** Resident is required to apply for their own special use permit for a private event. In order to ensure sufficient time, permit requests need to be submitted to the local ABC office no later than 7 business days prior to an event. If the resident chooses to NOT get an ABC license and alcohol is present, the WVOCHOA Board may sanction the resident.
- It is the responsibility of the resident present to adhere to maximum occupancy rates.
- **Resident will be responsible for the conduct of their guests during the period of the event and for the entire time that guests are on Waterside Villages property and to indemnify and hold harmless Waterside Villages of Currituck HOA; their employees, agents, successors and assigns for any damages to the facility or any of the other premises of Waterside Villages, and for any personal injury caused or occasioned by their conduct arising from use of the facility.**
- **Resident agrees that excessive noise and disruptive behavior is not acceptable.** In the event of any disruptive conduct on the part of their guests,

resident agrees to promptly terminate the event and vacate the facility. This rule will have been violated if the Sheriff must be summoned or if another resident lodges a complaint. Resident is reminded that music must be kept at a reasonable level and terminated by midnight.

- Resident agrees to adhere to the contracted time of the event and other rules posted. Use of the facility for your guests is limited to the requested area and adjoining restrooms.
- It is the responsibility of the resident to set up the room for their individual event. Resident must coordinate with Management regarding the re-location of large furniture groupings.
- At the completion of the event, resident must return all furniture to the original positions.
- Kitchen Policy: Resident is limited to usage of glass dishes and cups, plastic cups, silverware unless member is providing their own paper/plastic products for private events. Paper products stored in the kitchen are donated by community residents for resident-only activities. Cleaning supplies are also donated by community residents for use during resident-only activities and must be replaced or resident supplies their own cleaning supplies.
- Unless other arrangements have been made with Management to pay for clean-up, the rooms that were used must be cleaned at the completion of the event.
  - Carpeted areas must be vacuumed
  - Kitchen floor must be mopped
  - Tile entry areas must be swept or mopped
  - Bathrooms used must be cleaned
  - Tables and countertops, appliances used must be wiped clean
  - Dishes, glasses, silverware used must be placed in dishwasher and cycle started. Dishwasher must later be emptied and items re-shelved.
  - Linens used must be washed and returned promptly
  - All personal food and associated items must be removed.
- All trash and recycle items must be taken to the exterior trash cans at the entrance gate of the pool. Interior trash cans must have a plastic liner replaced in them.
- Trash and debris from guests must be picked up on the exterior of the Clubhouse and Grill and in the parking areas.

- Accidents/Incidents: All accidents must be reported immediately to Management and an accident report form completed within 48 hours.
- Resident will assume all responsibility for damage, loss, or other liability arising from the use of the facilities. Resident must secure buildings at the completion of the event by turning lights off, resetting thermostats, checking restrooms, make sure all people have vacated, locking all doors.

Cancellation: Cancellation must be made at least 2 weeks prior to the event, unless cancellation is weather-related or due to unforeseen circumstances.

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Management

\_\_\_\_\_  
Date

Revised: 10-9-2012