

# **HOLIDAY VILLAGE EAST COMMUNITY SERVICES ASSOCIATION**

## **Exhibit H**

### **Clubhouse Facilities: Rules and Use**

#### **I. Purpose:**

The Holiday Village East Clubhouse facilities and sponsored activities are provided solely for the convenience and enjoyment of all resident owners, lessees and their guests, as permitted by these regulations. (See Declaration of Covenants and Restrictions, Article III Common Area for clarification.)

#### **II. Use:**

##### **A. HVECSA Governance.:** Meetings of Association governing bodies:

1. Board of Trustees.
2. **Architectural Review Board.**
3. Standing Committees.
4. Special Committees.

##### **B. Sponsored Activities.:** Functions approved by HVECSA Board of Trustees and arranged by Clubhouse Subcommittees. Indoor.

- Outdoor.
- Social.
- Trip.

##### **C. Committee Organization and Operations:** 1.

###### **Roundtable**

- a. Purpose: To coordinate and approve functions and activities by the Clubhouse Subcommittees and report the actions in writing to the Board of Trustees.
- b. Composition:
  - (1) Chairperson, appointed annually by Trustees, who may not be the spouse of a Trustee.
  - (2) Four (4) Subcommittee Chairpersons.
  - (3) Treasurer and Secretary of the Roundtable, appointed annually by Chairperson, have no voting rights.
- c. Meeting date: Second Monday of month.
- d. Board of Trustees must approve all activities.
- e. Cancellation of any activity requires approval of the Subcommittee, with notification to Roundtable and Board of Trustees.

## EXHIBIT H/2

- f. The Chairperson and/or Treasurer will provide the Board of Trustees and the Finance Committee with a monthly financial accounting of each function or activity approved by the Roundtable and authorized by the Board of Trustees. The individual report will be summarized and proofed to the monthly checking account statement that accounts for the funds associated with these functions or activities.
2. Subcommittees: Indoor, Outdoor, Social, and Trip.
    - a. Chairperson: Elected annually in November by Committee membership.
    - b. Chairperson appoints secretary and, if needed, Vice Chairperson.
    - c. Chairperson reports to Roundtable Chairperson.
    - d. Meetings: Monthly, prior to Roundtable meeting.
    - e. Membership: Volunteers may join at any time.
    - f. No funds will be disbursed without proper documentation supplied to the Subcommittee Chairperson, who will then submit a check request voucher to the manager for payment.
    - g. All funds collected must be turned over to the Subcommittee Chairperson and deposited by Subcommittee Chairperson, Roundtable Treasurer or Roundtable Chair as soon as possible. Subcommittee Chairperson is responsible for submitting copies of deposit slips to Roundtable Chair and Roundtable Treasurer.
    - h. Within one week following completion of an activity, the Subcommittee Chairperson will make a final accounting to the Roundtable Chairperson who in turn will give to Clubhouse Treasurer.
    - i. Failure to perform his or her duties will result in a hearing before the Roundtable and /or the Board of Trustee. Further failure to perform his or her duties will result in a subchair's removal by the Roundtable and/or the Board of Trustees.
  3. Rules and Regulations Committee
    - a. Composition: Chairperson of Roundtable and Chairpersons of Subcommittees and other resident volunteers.
    - b. Purpose: To review and recommend changes in Clubhouse rules to the Board of Trustees.
    - c. Meetings: As required at the discretion of the Roundtable Chairperson.

## EXHIBIT H/3

4. Multiple Offices: No person shall chair more than one (1) Subcommittee simultaneously.

### **D. Responsibility:**

1. Leader or chairperson of any meeting or activity is responsible for:
  - a. Reporting to management damages sustained as a result of the activity.
  - b. Restoring facility to an orderly condition for use by other groups.
  - c. Contacting either a trustee or management to secure facility if activity extends beyond regular departure time of custodian.
2. Chairpersons shall obtain a Certificate of Insurance from any paid instructor or vendor providing a service to the Association, to be kept on file in the management office. Where a paid instructor or vendor does not possess insurance, management will be notified for inclusion under the Association *Worker's* Compensation Program.
3. Chairpersons will require each instructor or vendor providing a service and receiving income from the Association in excess of \$599 annually, to obtain, complete and file with management, a "contract for services" form.

### **E. Damage to Facility:**

1. Damage or destruction by an owner or any of his guests, tenants, licensees, agents or member of his family shall be the owner's responsibility. The cost of repair and replacement shall become a special assessment upon the lot or property of said owner.
2. Residents shall not be responsible for accidental damages fully covered by insurance. A resident assessed for damage subsequently paid by insurance shall be reimbursed an equal sum by the HVECSA.

### **F. General Use Rules:**

1. Admission to the Clubhouse requires presentation of current resident HVECSA photo LD. if requested by Management.
2. Maximum occupancy is 644 attendees for the Clubhouse, Ballroom, 286, Lobby, 144.
3. Use of facilities for meetings of Committees shall be controlled and scheduled by management and Indoor Activities Committee Chairpersons.
4. Management will schedule use of rooms for meetings of Trustees, Committees and special functions.

## EXHIBIT H/4

5. No activities permitted in Clubhouse during a Master Board Meeting, Candidate Night, or annual election of Trustees.
6. Kitchen facility use permitted for all sanctioned committee activities or by Board of Trustees approval.
7. Parking:
  - a. Residents and guests may park in the Clubhouse parking area if using Clubhouse facilities.
  - b. Trip parking is restricted to Tennis court area. c.

**No Parking** areas must be observed.
8. Use of unscheduled card tables shall be on a first come, first served basis.
9. Dress Code:
  - a. All persons using the Clubhouse shall be properly attired.
  - b. Barefoot and shirtless people may not enter the Clubhouse.
  - c. Swimming attire:
    - (1) Wet bathing suits may not be worn in the Clubhouse.
    - (2) Cover-ups must be worn at all times in the Clubhouse.
10. Decorations:
  - a. Table decorations are permitted.
  - b. No decorations of any kind may be affixed to the walls or ceiling.
11. Music:
  - a. Reasonable volume at all times.
  - b. No amplified sound after 1:00 AM

### **G. Children Visiting Clubhouse: (Under Eighteen (18) Years Old)**

1. Permitted to tour Clubhouse accompanied and supervised by a resident.
2. Permitted to enter Clubhouse with a resident who is visiting to conduct limited business with management or an association committee, i.e., drop something off or purchase tickets. Resident **must provide immediate supervision of child at all times.**
3. Children may not:
  - a. "Sit in" or participate in any activity.
  - b. Use any equipment.
  - c. Enter Arts and Craft room.
4. Children are permitted at the Xmas Tree Lighting and the Hanukkah Lighting, c as approved by the HVECSA Board of Trustees.

### **H. Prohibitions:**

1. No intoxicating beverages may be sold in the Clubhouse facility. B.Y.O.B. is permitted when specifically authorized for an approved activity.
2. Intoxicated persons may not enter Clubhouse facilities.
3. Residents may not charge **fees for an instructional** activity they conduct in Clubhouse facilities.
4. Solicitation or sales by outside vendors or organizations is not permitted without Board of Trustees permission.

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## Exhibit H/5

5. No fees or commissions may be earned by residents through use of Clubhouse facilities or participation in related activities of the Association.
6. No smoking in building or by side door.
7. No pets permitted in building and related facilities.
8. Clubhouse facilities may not be rented for any purpose.

### **I. Denial of Use:**

Disorderly conduct or violation of Association rules and regulations may result in expulsion from the facility and/or suspension of the right to use facilities or participate in activities for a period not to exceed sixty (60) days after notice and hearing. This will be enforced by Management. (Declaration of Covenants and Restriction,

Article III, Common Area, Section 3, Extent of Members' Easement and Bylaws, Article VII, Powers and Duties of Trustees, Section 2, Duties, b)

- a. First offense. Immediate expulsion from premises.
- b. Second offense. Suspension of members' right to use facility for period no less than seven days.
- c. Third offense. Indefinite suspension pending special hearing before the HVECSA Board of Trustees. Decision of Board will be final.

Disciplinary action for disorderly conduct will be reported to the Board of Trustees in writing immediately following the event.

Any owner in default of payment of assessments for more than thirty (30) days after notice may have use privileges suspended until such default has been remedied. (Declaration of Covenants and Restrictions, Article III, Common Area, Section 3, Extent of Members' Easement.)

**Indoor Activities Committee Rules and Regulations A.**

**Responsibilities:**

1. The Chairperson shall coordinate with management to schedule activities and/ or meetings. It is helpful to have a duplicate set of calendars.
- 2. Seek instructors for activities, events and programs with approval of Chairperson.** 3. Set up schedule of activities, events and programs. 4. Advise management of layout and equipment required for an event at least 4-5 days before event.
- 5 Designate a person or persons to coordinate their given activity and who will be responsible for the use of equipment.
- 6 New and ongoing activities offered according to the demands and interests of the residents.
- 7 All Committee Chairs will coordinate with each other for activity scheduling.
- 8 Any member missing three (3) consecutive meetings will be automatically dropped from the Committee, unless notification is given in advance to the Chairperson.

**B. Indoor Activities Committee Guidelines:**

- 1. Notification of all activities shall be by flyer or posted on the Clubhouse bulletin boards, or both.**
2. The Chairperson of the Indoor Activities Committee will approve and initial all flyers prior to distribution or posting. Flyers will be posted on inside and outside bulletin boards at the Clubhouse.
3. All flyers must have the following statement "Sponsored by the Indoor Activities Committee H.V.E."
4. Selected activities may be opened to non-residents or guests of residents. These selected events must be approved by the Committee, Roundtable, and the Board of Trustees. Non-residents' names will not be taken before the date is made available to them.
5. Single residents can sign up one (1) guest to attend an activity.
6. First sign-up must be scheduled for an evening. This provides working **people equal opportunity.**
7. When there is "Reserved Seating" you can purchase tickets only for those who are sitting at your table.
8. No resident's or non-resident's name will be taken before the date is open to them. Persons selling tickets the first night may reserve their seating just before sale starts. 9. All expenses to be incurred by any person working or running an activity are to be discussed with and approved first by the Indoor Activities Committee Chairperson. 10. Copies of all expenses are to be given to the Indoor Activities Chairperson. The expenses are to be detailed with receipts.

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11. All funds collected must be turned over to the Chairperson and deposited by Chairperson, Roundtable Treasurer or Roundtable Chair as soon as possible. Chairperson is responsible for submitting copies of deposit slips to Roundtable Chair and Roundtable Treasurer.
12. A non-refundable deposit is necessary for all activities requiring an outside instructor's fee. If a class or activity is cancelled due to lack of participation, all monies will be refunded 13. When running a paid activity, no refund can be made unless ticket can be resold. 14. Only seminars with a not-for-profit motive will be allowed. 15. No one is to receive a fee or commission earned by being on this committee.  
Everyone is to pay full price to attend any activity.
16. Use of unscheduled card tables shall be on a first come basis.

### C. Bulletin Boards and Easel Maintenance:

1. **Bulletin boards and easel maintenance is the responsibility of the Indoor Committee Chairperson.**
2. Foyer bulletin board ( for residents' use only) must have no larger than a 3x5 card. Cards must be dated and left on for not more than 30 days. 3. Clubhouse activities by all sub-committees, and notices/flyers of all committees of H.V.E. only, will be permitted.
4. Date all flyers in lower corner when posting.
5. Easel to be used only if approved by Roundtable Chairperson.

### D. Instructional Activities:

1. There shall be no fee charged by **any resident for any instructional** activities.

### E. Political Activities:

1. The Indoor Activities Committee shall not be involved with political candidates or political matters.

**Trip Committee Rules and Regulations**

**A Responsibilities:**

1. The Chairperson shall coordinate with Indoor Chair/Management on scheduling activities and/ or meetings.
2. Set up schedule of trips.
3. Designate a person or persons to coordinate given trip.
4. New and ongoing trips offered according to the demands and interest of residents.
5. All committee chairs will coordinate with each other for activity scheduling.
6. Any member missing three (3) consecutive meetings will be automatically dropped from the committee unless notification is given in advance to the Chairperson.

**B Trip Committee Guidelines:**

1. Reservations accepted from residents on a first come basis.
2. No reservations are to be taken for any trip prior to the sign-up date on flyer.
3. The Chairperson of the Trip Committee will approve and initial all flyers prior to distribution or posting. Flyers will be posted on inside and outside bulletin boards at the Clubhouse.
4. The following disclaimer must appear on each flyer:
  - a. "HVECSA and any agent it may use in arranging any trip or tour act only as the agent for the travelers and therefore are not responsible in whole or in part for any loss, damage, injury, or financial loss whatsoever to persons or property, however caused, during or in connection with any trip or tour."
  - b. "This disclaimer also applies to non-resident participants."
5. All flyers must have the following statement:  
"This trip is sponsored by the Trip Committee H.V.E."
6. First sign-up must be scheduled for an evening. This provides working people equal opportunity.
7. No resident's or non-resident's name will be taken before the date is open to them. Persons selling tickets the first night may reserve their seating just before sale starts.
8. When the bus(es) are full, a waiting list is started and these people will replace any cancellations in the order they are received.
9. When taking reservations from people interested in going on a trip, it is necessary to have every name listed. We should never accept a reservation if we don't have the following full and complete information. Full name, address, phone number, desired meal selection (when necessary). This information is essential to avoid problems with our insurance.

## EXHIBIT H/9

10. Single residents can sign up one (1) guest to attend a trip with them before it is open to non-residents.
11. Trip parking is restricted to the tennis court area.
12. When running a paid trip, no refunds can be given unless reservation can be resold. 13. All expenses to be incurred by any person working or running a trip are to be discussed and approved first with the Trip Committee Chairperson. 14. Copies of all expenses are to be given to the Trip Committee Chairperson. The expenses are to be detailed with receipts.
15. All funds collected must be turned over to the Chairperson and deposited by Chairperson, Roundtable Treasurer or Roundtable Chair as soon as possible. Chairperson is responsible for submitting copies of deposit slips to Roundtable Chair and Roundtable Treasurer,
16. If any trip has to be canceled or rescheduled, a special meeting or tele. conferencing of the committee must be called.
17. Any person can be requested to help on a bus trip even if not a committee member.
18. No one is to receive a fee or commission earned by being on this committee. Everyone is to pay full price fare even if running the trip, etc.

**Trip Committee Procedures**

**(PER THE ROUNDTABLE AND THE BOARD OF TRUSTEES, ALL COMMITTEE MEMBERS MUST FOLLOW THESE PROCEDURES OR WILL NOT BE PERMITTED TO RUN TRIPS.)**

1. The person recommending a trip must investigate it and bring it before the committee for approval. A Committee member agreeing to do an approved trip, must see it through until completion or have a co-chair to take over the trip in question.
2. The Committee must approve all trips before they are contracted and a deposit is sent to the tour company.
3. A detailed outline of the flyer must be made up after the contract is received, no later than 60 days prior to the trip, and given to the Chairperson to be printed.
4. All invoices must be given to the Chairperson for payment.
5. All reservations must be taken in the Clubhouse.
6. The first sign-up must be in the evening from 6:30 to 8 p.m. (Reservations are not to be taken before the designated time.)
7. Before selecting an evening, you must check with the Indoor Committee Chairperson to be certain that the ballroom is available if it is required.
8. Reservations for more than one bus may be taken in the ballroom.
9. Two people must be available for each bus contracted; one to take reservations and one to do a seating chart.
10. Name, address and phone number are required on reservation form, along with meal choice if applicable. Reservations are limited to no more than two per household.
11. Copies of the reservation form and seating chart must be given to the Chairperson. Seating chart and reservation forms must be obtained from the Chairperson. No other forms q be acceptable.
12. All checks must be stamped and given to the Chairperson or left in his/her folder in the office for deposit. Cash must be given to the Chairperson.

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13. Chairperson must be apprised of additional reservations and any other monies must be turned in for deposit within three days.
  14. Required tip monies must be requested from the Chairperson approximately two weeks in advance.
  15. Travel company should be contacted three to four days before trip to obtain bus numbers.
  16. Bus seat numbers and restaurant (if applicable) must be noted on each ticket.
  17. A head count must be taken each time people board the bus.
  18. Group leaders must have a copy of the reservations list with them in case of emergency.
  19. Passengers must be apprised of time and pick-up location before leaving the bus ( casino departure schedules will be strictly adhered to).
  20. Any overnight trips should have medical forms filled out and kept by individual or companion.
  21. Group leader must have the cell phone in his/her possession for all day trips in the coverage area.
  22. Credit cards will be accepted when the option is made available by the tour operator. 23.
- No games of chance (50-50) or gambling will be permitted on any bus trips.

**Social Committee Rules and Regulations**

**A. Responsibilities:**

1. The Chairperson of the Social **Committee shall coordinate with Indoor Chair/Management on scheduling activities and/or meetings.**
2. Advise management of layout and equipment required for an event at least 4-5 days before event.
3. All committee chairs will coordinate with each other for activity scheduling.
4. Any member missing three (3) consecutive meetings will be automatically dropped from the committee, unless notification is given in advance to the chairperson.

**B Procedure to be used in running each social affair.**

1. The chairperson of the Social Committee will approve and initial all flyers prior to distribution or posting. Flyers will be posted on inside and outside bulletin boards.
2. Flyers going out to residents announcing a social or event must have on the bottom, "This activity is sponsored by the Social Committee of H.V.E."
3. Sign-up for any Social Committee function must have first sign-up scheduled for an evening. This provides working people equal opportunity.
4. No resident's or non-resident's name will be taken before the date it is open to them. Persons selling tickets the first night may reserve their seating just before sale start.
5. Single residents can sign up one (1) guest to attend an activity.
6. All social functions, unless otherwise specified by the Social Committee Chairperson, shall have "Reserved Seating."
7. You can only sign up yourself and your spouse, or just yourself, when there is no "Reserved Seating."
8. When there is "Reserved Seating" you can only purchase tickets for those who are sitting at your table.
9. Tickets are to be issued for all socials even if there is no charge.
10. If we have an activity that takes place at two (2) different seatings, or days, ticket colors will be different.
11. Selected events may be opened to non-residents or guests of residents. These selected events must be approved by the Committee, Roundtable, and the Board of Trustees.
12. All expenses to be incurred by any person working or running an event, are to be discussed and approved first with the Social Committee Chairperson.
13. Copies of all expenses are to be given to the Social Committee Chairperson. The expenses are to be detailed with receipts.
14. All funds collected must be turned over to the Chairperson, and deposited by Chairperson, Roundtable Treasurer or Roundtable Chair as soon as possible. Chairperson is responsible for submitting copies of deposit slips to Roundtable Chair and Roundtable Treasurer.

**EXHIBIT H/13**

15. When running a paid activity, no refunds can be given unless ticket can be resold.
- C. Participants in a social activity may bring their own alcoholic beverage. No intoxicating beverages will be sold in the Clubhouse.
- D. No one is to receive a fee or commission earned by being on this committee. Everyone is to pay full price to attend any activity.
- E. Procedure for Reserved Seating:
1. Enlargement of ballroom map shall be made with the table placements and table numbers.
  2. Floor plan to be out at all times of sign-ups for residents to see and pick tables of their choice.
  3. Ticket numbers and table numbers are to be put on the tickets at time of purchase.
  4. Tickets are to have:  
Ticket # \_\_\_\_\_ and Table # \_\_\_\_\_ on them.  
If you are planning on having a door prize, tickets are to have:  
Ticket # \_\_\_\_\_ and (on the other side of ticket) Ticket # and Table #. This enables you to tear ticket in half and give the persons their half of the ticket with a number on it, to be held for the drawing of the door prize.
  5. Persons' names are to be written in the circles of the floor plan.  
This helps people who do not have a group to sit with, see who is coming, and who they could sit with.
  6. Only for "Reserved Seating" can you purchase for the people who are sitting at your table. You cannot sign up for people who are sitting at other tables.
  7. Phone numbers are to be taken in case of cancellation. If someone has signed up a group of people just his/her phone number is taken.
  8. No residents' names are to be taken before the sign-up date.  
Non-residents' names are not to be taken before their sign-up date.
  9. Tickets are to be collected at the door. There is no need to check off names. However, the sign-up sheet should be kept and brought to the function in case of discrepancies or if someone lost his/her ticket.
  10. No refunds are to be given unless ticket can be resold.
  11. Below is a sample of sign-up sheet to be used.

**Name of Event**

**Date of Sign-up Resident's Name Phone # Ticket # Dollar Amt. Table #**

**Outdoor Committee Rules and Regulations**

**A. Responsibilities:**

1. Set up schedule of activities, events and programs.
2. The Chairperson shall coordinate with **Indoor Chair/Management on scheduling activities and/or meetings.**
3. Advise management of layout and equipment required for an event at least 4-5 days before event.
4. Seek instructors for activities and programs with approval of the Chairperson. 5. Designate a person or persons to coordinate a given activity and who will be responsible for use of equipment.
6. New and ongoing **activities offered according to the demands and interest of the residents.**
7. All committee chairs will coordinate with each other for activity scheduling.
8. Any member missing three (3) consecutive meetings will be automatically dropped from the committee unless notification is given in advance to the Chairperson.

**B. Guidelines for Special Events:**

1. The Chairperson of the Outdoor Committee will approve and initial all flyers prior to **distribution or posting.**
2. Flyers going out to residents announcing an event must have on the bottom "This event is sponsored by the Outdoor Committee H.V.E."
3. Flyers will be posted on indoor and outside bulletin boards.
4. All expenses to be incurred by any committee member working on an event are to be discussed and approved first with the Outdoor Committee chairperson.
5. Copies of all expenses are to be given to the Outdoor Committee Chairperson. The expenses are to be detailed with receipts.
6. All funds collected must be turned over to the Chairperson and deposited by Chairperson, Roundtable Treasurer or Roundtable Chair as soon as possible. Chairperson is responsible for submitting copies of deposit slips to Roundtable Chair and Roundtable Treasurer.
7. When running a paid activity no refund can be made unless ticket can be resold.
8. When there is "Reserved Seating" you can purchase tickets only for those who are sitting at your table.
9. First sign-up must be scheduled for an evening. This provides working people equal opportunity.
10. No residents or non-resident's name will be taken before the date is open to them. Persons selling tickets the first night may reserve their seating just before sale starts.
11. Due to limited size of pool and pool area outdoor socials will be open to residents only.

## EXHIBIT H/15

12. Single residents can sign up one (1) guest to attend an activity. 13. No one is to receive a fee or commission earned by being on this Committee. Everyone is to pay full price to attend any function.

### **C. Guidelines for Pool Use.**

1. Hours of operation will be posted. Hours are 11AM-7 PM daily.
2. All persons using the pool do so at their own risk. The community assumes no responsibility for any accident or injury in connection with such use or for any loss or damage to personal property.
3. Persons using the pool area agree not to hold the community liable for any actions of whatever nature occurring within the pool area. Also, residents will be responsible for the actions of their guests.
4. All persons shall obey the instructions of the lifeguard. No person shall use the pool unless it is officially open and the lifeguard are on duty.
5. Persons unable to demonstrate to the lifeguard their ability to swim are not permitted in deep water.
6. Persons with contagious skin rash, infections, or open cuts are not permitted in pool 7. Glass containers, breakable objects, sharp edged objects are not permitted in the pool area.
8. Alcoholic beverages are not permitted in the pool area except during sanctioned functions. Intoxicated persons will not be allowed in the pool or on pool property.
9. Food is permitted in the pool area.
10. All refuse must be placed in containers provided for this purpose. Residents and residents' guests are urged to assist in keeping the pool area clean. 11. No pets are permitted in the pool or on pool property. 12. No running, pushing, dunking, diving, rough play or profane language will be permitted in the pool or on pool property. Standing or sitting on shoulders is not permitted.
13. Spouting of water or similar unhygienic actions are not permitted in the pool or pool area.
14. At any time, a maximum of two (2) guests per household is permitted without charge when accompanied by a resident. Resident must remain with guest at all times. Additional guests will be charged a fee of \$3.00 each. Hours for children under age 12 are 11 a.m. until 1 p.m. There is no charge for children. Children in diapers, swimmy, or who are not toilet trained, are not permitted in pool. All children under 12 must leave the pool and pool area by 1 PM. All children under four feet tall must be accompanied by an adult in the water.

15. Residents must sign in and present an ID card. All guests must sign in with the [monitor. ID](#) card need not be shown if resident is recognizable to the monitor. Any non-resident found using a ID card will result in the suspension of the resident's privileges.
16. There will be no reserving of tables, chairs, or lounges at the pool. 17. Swimming pool operation will be in accordance with contract signed by HVECSA and contracted pool service company.
18. No towels or clothing to be hung on fence.
19. Exit and entry through the ballroom doors by anyone using the pool, is strictly prohibited.
20. No bicycles will be permitted beyond the entrance of the pool.

**D. Guidelines for Outdoor Equipment:**

1. Horseshoes, shuffleboard, bocce balls and any outside equipment is to be stored in the equipment room and is available to anyone. 2. Equipment must be returned to that room when finished playing.

**E. Tennis Courts Rules and Regulations:**

1. The Holiday Village East courts are maintained for the benefit of all residents, and it is the obligation of those who use and play on the courts to adhere to the rules.
2. Proper attire and footwear are required at all times.
3. If there are players waiting for a court, the players on the court must relinquish the court after one and one -half ( 1 1/2) hours of playing time. 4. All courts will be closed to all others if there is a tennis clinic. 5. At any time, a maximum of three (3) guests per household, minimum age sixteen (16), is permitted. Guests must always be accompanied by a resident who must remain with his/her guest.
6. Any resident player may obtain the combination number for the lock on the court gate from the Clubhouse office. There is no fee; however, the combination number must be kept confidential to residents only.

**F. Instructional Activities:**

1. There shall be no fee charged by any resident for any instructional activity.