

## **Willow Glen Clubhouse Use Policy**

Adopted December 31,2021

The following Rules and Regulations have been adopted, and will be administered by the Willow Glen HOA Board of Directors, and may be changed at any time by the HOA Board. It is the duty of those using the facilities to know these Rules and Regulations, and to cooperate in the enforcement thereof. The Clubhouse is owned by all the Willow Glen Homeowners. Please do your part to maintain a high level of orderliness and cleanliness.

### **I. General Rules**

A. Only Homeowners and their authorized guests may use the Common Areas. Tenants cannot rent the clubhouse for private parties; only the Homeowner can rent. All minors (children under the age of 18) are to be supervised by an adult at ALL times.

B. Residents and guests shall conduct themselves in an orderly fashion and are responsible for any damages caused to the clubhouse.

C. Proper attire is to be worn at all times. No wet clothes or bathing suits are allowed in the Main Clubhouse Rooms. Wet clothes and bathing suits are only allowed in the bathrooms and exit hallway to the ramp.

D. Parents shall be responsible for the conduct of their children, and are responsible for any damages caused by their children.

E. Please do not adjust heat to more than 75° or AC to less than 65°. When leaving the clubhouse please adjust the heat to 65° or AC to 72°.

F. There are 3 cameras inside and 4 cameras outside for security purposes only and are recording 24/7. These are only monitored when necessary by HOA board members.

G. Animals are not permitted in the clubhouse or pool area except for animals aiding disabled people.

H. Please turn off TV, remove all items from refrigerator, clean counters and floors if needed before leaving the clubhouse. Please leave front and porch doors locked and only enter/exit through side ramp door during trial period.

I. The use of confetti in the Clubhouse or on the Clubhouse grounds is prohibited. The use of "inflatables", such as bounce houses, climbing walls, etc., is prohibited inside the Clubhouse.

J. Parking at the Clubhouse is meant to be a privilege for Homeowners using the Clubhouse and pool area. Overnight parking is **ONLY** permitted with HOA board approval. **NO** boats, trailers, motor homes, RVs or trucks may be parked without prior Board approval. All vehicles in non-compliance with these rules may be removed at owner's expense as sign posted.

K. All instances of misuse of Clubhouse facilities should be promptly reported to Premier Management or to the Willow Glen HOA Board.

L. The Clubhouse is a **NON-SMOKING/VAPING** facility.

M. The number of people in the main clubhouse room and break-out room at any time is limited to 150 with Concentrated Seating, 68 with Tables and Chairs, and 200 with Standing Room ONLY (All furniture removed) by the Fire Department. This limit must be enforced at all times.

## **II. Hours of Operation:**

A. The Clubhouse is open to homeowners Monday-Friday from 9am to 6 pm during trial period. Dates and times may change.

B. All rental events at the clubhouse should not last past 11:00 PM unless otherwise stated in the rental agreement.

## **III. Clubhouse Main Room**

A. Regularly Scheduled Events: HOA and HOA Social Committee sponsored activities open to all residents may use the clubhouse without charge. All such activities are to be scheduled and placed on our community calendar.

B. Private Parties:

1. All private parties are to be scheduled, first come-first served, by Premier Management. Homeowners must be current in paying their dues and special assessments.

2. Homeowners desiring to reserve the Clubhouse Main Room for private parties/affairs must sign a rental agreement provided by Premier Management. Homeowner making the reservation must be an attendee at the party.

3. Homeowner is responsible for limiting number of attendees to the maximum listed above for the event.

4. Rental of the Clubhouse Main Room by Homeowner does not include the private use of the pool or pool area.

5. The Homeowner reserving the Clubhouse shall be responsible for Clubhouse cleanup, including the restrooms, and the removal of all trash resulting from the event, (i.e. trash shall not be left in or outside the Clubhouse). A specific cleanup checklist is provided at time of rental. A copy of the Checklist is also posted inside the main Clubhouse room.

6. ALL Clubhouse doors must be locked at the end of the event.

7. Assuming satisfactory results of an inspection by a third party after the event, the security deposit will be returned to the Homeowner by Premier Management. Any cost incurred by the HOA to return the facility to its pre-rented condition will be borne by the Homeowner making the reservation.

Contact Information:

Premier Management:

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