

GARDEN COURT CLUBHOUSE/POOL RENTAL RULES AND REGULATIONS

ELIGIBILITY

Homeowners whose monthly assessment are current are eligible to rent the Clubhouse and/or pool. A rental application must be completed a minimum of three weeks prior to the intended event date. The application can be found on the Garden Court Website. Reservations will be made on a first-come, first-served basis. Please review the on-line rental calendar for available dates.

NOTE: Homeowners whose assessments are in arrears may not use the Clubhouse or the Pool
[Bylaws, Article IV, Section 7(b)]

DEPOSIT AND RENTAL FEE

Both the deposit and rental fee must be received by EPI a minimum of three weeks in advance and can be made directly on the Garden Court Website. Or two separate checks made payable to the Garden Court Townhome Association can be mailed to Garden Court Townhomes c/o EPI, 14032 Kostner, Unit M, Crestwood, IL 60418-2286. Or the payments can be dropped off in person at the EPI office address above. The rental fees are listed below:

Rental Fee – Clubhouse Only:	\$150.00 (non-refundable)
Security Deposit	\$150.00 (Refundable, *but stipulations apply)

* The security deposit of \$150.00 is refundable following the rental, unless there are any violations of the rental “Rules and Regulations”. In the event of a violation, deductions from the deposit will be made in order to reimburse the Association for any costs spent for the repair/damage to the facilities.

* The amount of these fees and security deposit may be revised from time to time.

CLUBHOUSE/POOL RENTAL CONFIRMATION

EPI will send reservation confirmation to the homeowner via email. The special rental key fob and keys can be picked up from the Club House’s lock box (located at the Club House entrance) the day before your event. The lock box code will be given prior to pick up.

VIOLATIONS AND FINES

If any of the above rules or regulations have been violated, the Board of Directors will discuss and make the decision of the amount of the fine.

Further, if the security deposit amount isn’t sufficient to pay any fines for rules or regulations violations, or for repair of any damage to the facilities resulting from the renting homeowner’s event, the additional amount shall be billed to the homeowner’s assessment account at the actual cost expanded by the Association for repairs or replacement.

PARKING

Vehicles aren't allowed on the walkway, unless they are marked handicapped or authorized service vehicles delivering supplies/equipment. Any other vehicle will be subject to a \$50.00 fine. Permission can be granted for deliveries prior to the start of the event. Note: Only one vehicle at a time is permitted on the path walkway and **MUST BE REMOVED AFTER THE DELIVERY OR PICKUP!**

ALL guests should park on Village Drive, not Golfview Drive because it presents a problem for the homeowners and emergency vehicles. NOTE: Parking is available on both sides of Village Drive 24/7. The homeowner is responsible for informing their guests of parking requirements. Parking violations are subject to a fine.

CLUBHOUSE RENTAL SCHEDULE

The Clubhouse may be rented from 9:00 a.m. until 12:00 p.m. The Clubhouse will be available for rentals seven (7) days each week during the entire year, including all holidays. The only exception is the fourth Monday of every month, which is reserved for the Board meeting. A rental calendar is viewable on the Garden Court Website.

PRE-RENTAL CLUBHOUSE INSPECTION

Prior to the rental event, the homeowner shall inspect the clubhouse to confirm that the facilities are undamaged and clean. Homeowner can download a copy of the "Clubhouse Checklist" for their own use. Homeowner should keep this list until the event is over. The homeowner should notify the interim Clubhouse/Pool Manager, Rosemary Hulett at 708-206-2301, of any unsatisfactory conditions that are observed prior to the event, so that responsibility may be properly identified

USE OF THE CLUBHOUSE

Use of the clubhouse shall be observed by all persons authorized to use these facilities, including the homeowner, family, guests and Association approved residential renters. Failure to follow these rules and regulations may result in a portion of the security deposit being withheld as a fine and/or to reimburse the Association for any costs it may incur.

- The homeowner renting the clubhouse must always be present during their event.
- A maximum of seventy-seven (77) persons allowed to attend an event in the clubhouse.
[Per Village of Hazel Crest Ordinance]
- All guests should be informed to park on Village Drive, not Golfview Drive.
- Use of the clubhouse shall be limited to the hours requested on the rental application form.
- No admission fee shall be charged as a condition of attending the homeowner's event. Activities shall be limited to the interior of the clubhouse. The fenced-in pool area and

any lawn areas outside the clubhouse facility shall not be used for the homeowner's event.

- No alcoholic beverages shall be sold at the event, and drinking shall be permitted only inside the clubhouse. Under-age consumption of alcohol or any other illegal activities shall not be permitted.
- Any violations of the law shall be the sole responsibility of the homeowner.
- Smoking shall not be permitted inside the clubhouse or in the picnic-grill area.
- No nails, staples, scotch tape, etc. shall be used to secure decorations to the wall or ceiling of the clubhouse. Consider using painter's frog tape or removable 3M strips for this purpose.
- No candles or open flames shall be permitted inside the clubhouse.
- All decorations, signs, banners, balloons, etc. shall be removed from inside and outside the clubhouse by the homeowner following their event.
- All furniture and plants must be returned to their original position. It is suggested that you please take a picture of the current placement of items before moving them.
- All debris, garbage and trash must be placed in plastic garbage bags and removed from the premises by the homeowner immediately following the event. This includes the men's and women's bathrooms. **NOTE:** Plastic bags to be provided by the homeowner.
- Both the Clubhouse entrance "key fob", meeting room key, and storage room key must be returned by placing them back in the Clubhouse drop box (located at entrance) at the end of the party.
- In the event of an emergency, please contact the interim Clubhouse Manager, or the designated board member or pool committee member assigned as additional back up support for your event.

EMERGENCY EVACULATION PROCEDURES

All renters are required to review and familiarize themselves with the emergency evacuation map and procedures posted on the walls inside the clubhouse.

CLUBHOUSE CLEAN UP

Following the event, the homeowner shall utilize the maintenance equipment and supplies that are available for cleaning the facilities. These items are found in the Storage Room and under the kitchen sink. ALL TRASH SHALL BE REMOVED FROM THE FACILITIES including the men's and women's bathrooms.

FINAL INSPECTION FOR CLUBHOUSE

Prior to 9:00 a.m. on the morning following the event, the Clubhouse/Pool Manager shall conduct an inspection, in order to confirm that no damage to the Clubhouse or Pool facilities has occurred, and they have been left in the same condition as they were prior to the renting homeowner's event.

POOL RENTAL SCHEDULE

The Pool will be available for rental by an eligible homeowner seven (7) days each week during the period between Memorial Day and Labor Day. Rental of the Pool facility includes the men's and women's locker rooms, showers, and toilet room facilities. A rental calendar is viewable on the Website.

The Pool may be rented from 6:00 p.m. until 9:00 p.m. each day. A maximum of forty-eight (48) guests will be allowed in the pool or on the deck and picnic/grill area. All regular homeowners have access to the pool every day from 9:00 a.m. until 9:00 p.m.

USE OF THE POOL

The following "Rules and Regulations" regarding use of the pool shall be observed for the safety and enjoyment of all persons authorized to use these facilities, including the homeowner, family, guests and any party to whom the homeowner's residence may be rented.

Failure to follow the following regulations may result in suspension of pool privileges by the Pool Committee and/or the Board of Directors.

- The pool can only be rented from 6 pm to 9 pm, beginning Memorial Day through Labor Day.
- A maximum of forty-eight (48) persons shall be allowed in the pool and on the pool deck and picnic/grill area. **[Illinois Department of Public Health, Regulation 820-20]**
- When renting the pool, a maximum of twenty partygoers are allowed in or on the pool deck. When children are present for a pool party, a minimum of one adult shall be in attendance for every five (5) children.
- A Key Fob to the clubhouse is needed to gain access to the pool. The homeowner renting the pool area must have a current pool pass. Minor, guest, and temporary pool passes require the presence of adult homeowner/resident.
- The front entrance door of the clubhouse automatically locks upon entering and leaving the building in order to provide security for the clubhouse and pool. Therefore, no object shall be placed in the clubhouse door to prevent it from closing and allowing access to the building without using a "Key Fob".
- No one under the age of eighteen (18) years shall be permitted in the pool area unless accompanied by an adult. The adult homeowner renter **MUST** attend the party during the entire rental time frame.
- The pool shall be entered only through the clubhouse shower rooms, and each person must use the shower before entering the pool area.
- Anyone with an open wound or sore wearing a bandage or band-aid shall not be allowed to use the pool (in accordance with the Illinois Department of Public Health regulations)
- Only swimsuits shall be worn by persons using the pool, not any other type of clothing. However, persons in street clothes may use the pool deck and picnic area.

- The pool must be vacated immediately when thunder is heard or when lightning is seen and shall remain unoccupied for fifteen minutes following the last thunder or lightning detected (in accordance with the Illinois Department of Public Health regulations.)
- No infants wearing diapers shall be permitted in the pool. Infants that aren't toilet-trained shall be required to wear plastic pants.
- No diapers shall be placed in the trash containers but are to be taken home.
- No glass containers may be used anywhere in the pool area, which includes both the pool deck and the fenced-in picnic/grill area.
- No alcoholic beverages are permitted in the pool area, pool deck, or picnic/grill area. **Food is only allowed in the picnic/grill area.** All litter must be removed from the premises or placed in trash containers.
- Damaged Styrofoam "tubes" or other Styrofoam toys shall not be permitted in the pool area.
- Any furniture that's moved shall be returned to its original position, and umbrellas shall be closed before leaving the pool area. Pool furniture shall not be relocated in order to run and dive.
- The rope dividing the pool depths shall not be played with, sat on, stood upon, removed, or relocated.
- Running on the pool deck, diving, or rough play isn't permitted.
- Spitting, urinating or defecating in the pool is strictly prohibited.
- Radios are permitted, preferably with earphones or played at a low sound level.
- Smoking is not permitted inside the clubhouse or in the pool area, including the pool deck and picnic/grill area.
- No personal property shall be stored in the clubhouse.
- No eating is permitted while in the pool
- All guests should park on Village Drive, not Golfview Drive.

POOL CLEAN UP

Following the event, the homeowner shall verify that the pool deck and picnic-grill area are clean and shall properly dispose of any remaining trash.

The pool deck furniture shall also be inspected for any damage. It's expected that ALL POOL FURNITURE AND ANY EQUIPMENT THAT MAY HAVE BEEN USED BE RETURNED TO THE ORIGINAL POSITION. An inspection will also be made of the pool deck and picnic-grill area.