

# Clubhouse Rules

## Guidelines for a Greenwood Acres Community

### Introduction

The clubhouse is a valuable asset for our community, serving as a space for events, gatherings, and daily activities. To ensure that all members can enjoy and benefit from the clubhouse, it is essential to adhere to the following set of rules and guidelines.

### General Conduct

- **Respect:** Treat all members and guests with respect and courtesy. Bullying, harassment, or any form of discrimination will not be tolerated.
- **Noise Levels:** Keep noise levels at a considerate level, especially during early morning and late evenings. Noise should not disturb other users or neighboring residents.
- **Cleanliness:** Maintain the cleanliness of the clubhouse. Dispose of trash properly and clean up after yourself. Clean any spills immediately. If you reserve the clubhouse for an event, you must clean up afterwards. Failure to do so will result in a cost to the person scheduling the event. (Please note if you scheduled private event you need to use the dish and glass wear that is furnished, not HOA paper plates and cups, etc.)

### Usage and Reservations

- **Reservations:** To use the clubhouse for private events, reservations must be made in advance through the designated booking system. (Web Site) Ensure all details are accurately provided.
- **Event Size:** Adhere to the maximum capacity limits for events to ensure safety and comfort for all attendees.

### Facilities and Equipment

- **Care of Equipment:** Use all clubhouse facilities and equipment as intended. Report any malfunctions or damages to the management promptly.

- **Personal Belongings:** Do not leave personal belongings in the clubhouse. The HOA is not responsible for lost or stolen items.
- **Decorations:** If decorating for an event, ensure that all decorations are removed after use. Do not use nails or other materials that could damage the walls or furniture.

## Food and Beverage

- **Consumption Rules:** Food and beverages are allowed in designated areas only. Ensure that no food or drink is left unattended and that all waste is disposed of properly.
- **Alcohol Policy:** Alcohol consumption is permitted during events. Ensure that all local laws and regulations regarding alcohol consumption are followed.
- **Smoking:** Smoking is strictly prohibited inside the clubhouse. Designated smoking areas are available outside the premises.

## Safety and Security

- **Emergency Procedures:** Familiarize yourself with the emergency exits and procedures. In case of an emergency, follow the clubhouse's evacuation plan.
- **Security Measures:** Do not tamper with security systems or devices. Report any suspicious activities to the HOA Board member immediately.
- **Child Supervision:** Children must be always supervised by an adult. Ensure that children do not engage in any dangerous activities or misuse the facilities.

## Consequences of Rule Violations

- **Warnings and Fines:** Minor infractions may result in warnings or fines. Repeated violations will lead to increased penalties.
- **Suspension of Privileges:** Serious or repeated offenses may result in the suspension of clubhouse privileges for a determined period.
- **Permanent Ban:** In extreme cases, individuals may face a permanent ban from using the clubhouse facilities.

## Feedback and Suggestions

We value your feedback and suggestions to improve the clubhouse experience. Please feel free to contact any HOA Board member or Clubhouse Committee with any ideas or concerns.

## Conclusion

By following these rules and guidelines, we can ensure that the clubhouse remains a pleasant and safe space for all members of our community to enjoy. Thank you for your cooperation and understanding.

Greenwood Acres