

**COUNTRYSIDE COMMUNITY CLUB ASSOCIATION**  
**GUEST POLICY (Revised April 2011)**

In order to accommodate the various needs of members and, at the same time, to avoid overuse of the facilities, the following policies are hereby adopted.

**GUEST PASSES:** Each lot will receive sixty (60) guest passes per year, beginning in January. New owners or new members who have deed restricted their property, will be pro-rated at the rate of 5 passes for each full month from time of purchase or deed restriction to the end of the current calendar year. In the event closing or deed restricting is after the 15<sup>th</sup> of the month; no passes will be credited for that month. Additional guest passes may be purchased at the cost of \$2.00 per pass. Infants under one year of age will not need a guest pass.

**GUEST REGISTRATION:** All guests must be registered by the host member at the main desk. This must include the full name of all guests. Out of town guests that are staying with a member may use the facility without needing to use a guest pass if they can provide the Center with proof of out of town residency and if they were pre-registered by an adult member. Visiting grandparents may accompany members to the Center without needing to use a guest pass.

**MEMBER RESPONSIBILITY:** The host member is responsible for the conduct of their guest(s) at all times and must ensure that the guests are acquainted with C.C.C.A. policies. Any member whose guests are found in violation of C.C.C.A. policies will be subject to severe disciplinary action, including loss of guest privileges, loss of fitness room privileges, and/or other appropriate action. The host members must remain at the facility with their guest(s). If the member leaves the facility the guest must also leave.

**USE OF FACILITIES:** No household may use in excess of nine (9) guest passes at any one time without prior party registration as set forth below.

**Adult Members** – (members aged 18 or older) may have up to nine (9) registered guests accompany them to facilities, other than the fitness room, at any time without prior notice to staff or prior registration. However, in the event that there is a conflict over facility usage, i.e. overcrowding at the tennis, racquetball or basketball courts or multiple groups wishing to use the ball field, groups consisting entirely of members have priority for usage over groups that include non-members (other than pre-registered parties consisting of 10 or more people with the appropriate fees, etc. paid.)

**Children Members** – (age 10 through 17), with signed parental consent forms, may have a maximum of two registered guests ages 10 to adult accompany them to the facility. It is the responsibility of the members to make sure their juvenile guests have parental permission to be at the Center.

**PARTIES – GROUPS THAT INCLUDE TEN OR MORE GUESTS:** A party is considered any group that includes 10 or more guest. Any group that will include 10 or more members but not 10 or more guests that wishes to reserve a facility for use must also register as a party and pay the applicable refundable deposit but will not be subject to the non-member guest fee. Only an adult member (18 or over) may book a party. Parties must be booked at least 48 hours in advance but may not be booked more than one year in advance. Full names of all expected guests must be provided at least 48 hours in advance of the party. An adult member of the booking household must remain with the party at all times. The party is restricted to the use of only those facilities included in the party registration. Parties are limited to a total number of 50 persons during the time period

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from June 1<sup>st</sup> through August 31<sup>st</sup> and 100 total persons from September 1<sup>st</sup> through May 31<sup>st</sup>. There will be a refundable cleaning/security deposit of \$100 and a non refundable party fee. When booking a party at the park ramada, softball field, playground area or using the propane grills and patio, your guest passes can be used in place of the party fee. All fees must be paid when party is booked. The \$100 cleaning/security check will not be deposited, but handed back after the party, if all requirements for refund are met. The party and lifeguard fee will be deposited after party is booked. These fees are non refundable, even if party is canceled. Only members in good standing (non-delinquent in assessments and whose privileges have not otherwise been suspended) may book a party. At the conclusion of the party, the manager on duty will inspect the premises and release the security check if the facilities are clean, there is no damage and all additional guest fees were paid. A request to book a party does not guarantee that a booking will be granted, i.e. if there is another party booked or a special project planned for the Center at that time. During the pool season June 1<sup>st</sup> to August 31<sup>st</sup>, pool parties will be limited to 50 persons per party with the following restrictions; pool parties of 1 to 25 people will not require an additional lifeguard if two (2) lifeguards are on duty. However, if the party exceeds 25 people, regardless if the guests are using the pool, the member must pay for an additional lifeguard, or provide their own certified lifeguard. When there is only one (1) or no lifeguard on duty, the member must provide a certified lifeguard for 1 to 25 people and two lifeguards for a party over 25 people.

ADDITIONAL REQUIREMENTS FOR PARTIES OF CHILDREN GUESTS UNDER 18: Any party group of children aged 9 and younger must have adult supervision at all times. There must be at least one responsible adult for every six children present. Any group of children aged 10 through 17 must have one adult for every ten juveniles present.

FITNESS ROOM: No guests are permitted to use the fitness room at any time. Any member who permits a guest to use the fitness room facility will be subject to severe disciplinary action, including loss of guest privileges, loss of fitness room privileges, and/or other appropriate action. No one under the age of eighteen is permitted in the fitness room except minors, age 14 through 17, who are with a parent, legal guardian or with an adult who has been certified, attended the fitness room training/safety class with parent or legal guardian, had a physical and has a physician approved CCCA form on file. Any member who wishes to use the fitness room must first attend a class, offered by the Center, to learn how to properly use the equipment.

INELIGIBLE GUESTS: The following classes of individuals are not eligible for guest privileges:

1. Members whose privileges have been suspended.
2. Guests who have been banned for misuse of the facility or for inappropriate conduct.

COMMUNITY GROUP MEETINGS: Community based groups, such as scout troops, ball teams, etc., may schedule meeting or practices at the Center if sponsored by an adult member who will be present at the meeting or practice. Only the area requested for meeting or practice can be used. The group or sponsoring organization must provide CCCA with a certificate of insurance or a release of liability. At the time the meeting or practice is scheduled, the sponsoring member must agree to be responsible for any damages or costs of cleanup if the group causes any damage to the facilities or does not leave the area in the same or better condition than it was found.