

**SEABRIDGE VILLAS COMMUNITY ASSOCIATION
CLUBHOUSE RULES & REGULATIONS**

1. **The Clubhouse is available for private functions by advance reservation, not to exceed sixty (60) days in advance of event, nor less than seven (7) days in advance of the event,** for Homeowners of Record only and their guests. The Homeowner signing the reservation agreement must be in attendance at all times. Availability is on a "First Come-First Serve Basis".
2. Availability dates for the Clubhouse will be at the sole discretion of the Board of Directors, and the Board may adopt a policy to limit availability during holidays. Hours of Availability: Sunday 8:00 a.m. to 9:00 p.m., Monday through Thursday 7:00 A.M. - 10:00 P.M., Friday and Saturday 7:00 A.M. - 11:00 P.M.
3. Minors under 18 years of age must be accompanied and chaperoned by the Homeowner of record who reserved the Clubhouse.
4. Functions involving solicitation, drugs and alcohol resale as well as subleasing is strictly prohibited.
5. Pets, bicycles, skateboards, roller-skates, roller blades/glides or any device deemed offensive by the Board of Directors or their designee are prohibited.
6. **The only area that can be reserved for a private function is the Clubhouse. The pool and spa areas may not be reserved but are available during the function.** No one may enter the Clubhouse from the pool/spa area dressed in bathing attire or wet clothing.
7. Beer, wine and champagne are permitted under the following conditions:
 - a. Host provides adult (21 years old or above) bartender who remains sober throughout the event.
 - b. Bartender must insure that no minor or intoxicated person will be served.
 - c. The provider of these beverages must carry insurance and name the Association, its members and the Board of Directors as additional insured on such policy. The insurance policy rider must be presented to Management prior to the start of the function.
8. A maximum of forty-eight (48) individuals will be allowed at private functions.
9. Within two (2) business days of any verbal reservation, the Clubhouse Regulations, and the Reservation Agreement must be accompanied by two (2) **personal checks or money orders** made payable to Seabridge Villas Community Association. The first check in the amount of \$250.00 (\$500.00 if alcoholic beverages are provided) is a refundable security deposit. The second check in the amount of \$50.00 is a cleaning fee. A copy of these signed regulations will be available to be picked up two (2) days prior to the event from Action Property Management, Inc. Any charges for additional cleaning or damages will be deducted from the security deposit, and any damages in excess of the deposit amount will be billed to the homeowner. The security deposit will be returned within fourteen (14) business days from the date of the function after an inspection of the facility reveals no damage or additional cleaning is necessary.
10. Decorations must not discolor or damage walls and furnishings. Only masking tape which does not damage any walls and/or furnishings will be permitted to fasten decorations.
11. Any spill/stain to furniture or carpet must be blotted and cleaned immediately. Stains noted at inspection will result in an automatic cleaning fee being deducted from the security deposit in the amount of \$25. Any additional amount needed for extra cleaning, repair or replacement will also be deducted or assessed to the owner.
12. If a Homeowner of Record in any way causes a disturbance to other residents, or allows misuse of the building facilities, they may be fined and denied use of the Clubhouse in the future.
13. Clubhouse rules will be strictly enforced. Violation of any of the Rules may result in forfeit of the deposit at the discretion of the Board of Directors and/or additional fines.

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14. Absentee homeowners may lease the Clubhouse for their residence as long as they are present during the function.
15. Homeowner Association meetings, committee meetings, and Board of Directors meetings have preference over reservations.
16. No Smoking inside Clubhouse or restroom facilities.
17. The following items must be completed in a satisfactory manner prior to the security deposit check being returned.
 - a. All garbage bagged and tied and removed from Clubhouse.
 - b. Turn off all appliances except the refrigerator.
 - c. Take any extra items brought in, out of the Clubhouse. No items are to be left in the refrigerator or freezer.
 - d. Turn off air-conditioning or heater if used. A/C may be set to 75 degrees from May – September.
 - e. Lock all doors and windows before you leave.
18. If the Association has a hired security patrol service, the patrol service has the power to terminate any event, which they deem, in their opinion, is causing an undue burden or disturbance to other homeowners in the community or in the pool area.
19. Do not prop open the pool gates or bathroom doors.
20. Due to limited parking space at the pool/clubhouse area, a maximum of three vehicles may be parked at the pool parking area by the attendees of the function. All other vehicles must be parked in accordance with the rules and regulations of the Association.
21. No live bands, disk jockeys, loud amplified music or other loud noises which would impede on the quiet enjoyment of other homeowners in the community or the pool area are allowed.
22. Should any homeowner wish to reserve the Clubhouse more than five (5) times in any calendar year, prior Board approval is required.

The above items must be completed before you leave the Clubhouse. NOTE: I am responsible for the condition of the Clubhouse.

Signature of Homeowner of Record

Date