

Clubhouse Rules & Regulations

This document includes:

- A. Clubhouse General Rules and Regulations**
- B. Special rules for parties by/for minors**
- C. Procedure to reserve club house facilities**
- D. Clean up of clubhouse facilities**

A. CLUBHOUSE GENERAL RULES AND REGULATIONS

1. The club house facilities are for the use of homeowners and their guests, only.
2. Any homeowner may delegate their right of enjoyment of the club house facilities to their tenants who reside on the property. Such member shall notify the secretary of the association in writing of the name of any such tenant. The rights and privileges of such tenant are subject to suspension to the same extent as those of the member.
3. During any period in which a member is in default in the payment of monthly dues or special assessment levied by the association, the right to use will be suspended by the board of directors until dues or assessment are paid.
4. For violation by the homeowner (s) or their guests of any rules and regulations established by the board governing the use of the club house facilities, the right to use of a member will be suspended for a period to be determined by the board.
5. No illegal substance will be allowed at any time in the club house (including grounds.)
6. The homeowner (or tenant as provided in rule A.2) must be present for the entire time the club house facilities are in use. A homeowner/tenant or parent must accompany children while in the club house.
7. The club house facilities must be vacated by 12:00 midnight. Exception: see Rule B.3.
8. The club house cannot be used for money raising purposes by an individual or organization other than the association.
9. No political, religious, commercial or outside organization is permitted use of the club house facilities, even though a homeowner/tenant is a member of the organization.
10. No animals (pets) are allowed in the club house at any time.
11. No homeowner/tenant may reserve the club house facilities on a regular basis more than once a month for a group that is not comprised of at least 50-per cent Village residents.
12. Absolute maximum number of people allowed in club house is 50.
13. Barbecues are allowed, however use of cookers is restricted to the concrete in front (east side) of the club house, only. (Not on the inside fenced pool area or wood deck.)
14. The outside doors must be kept closed when the air conditioner is on.
15. The homeowner/tenant is responsible for the conduct of his/her guests and proper behavior to prevent damage and excessive noise. 16. Any resident of the Village may stop in during a party if there is any indication rules and regulations are being violated. Proper authorities (sheriff) will be notified immediately.
16. No smoking in the Clubhouse.

Rev: 2.28.01

B. Special rules for parties by/for minors:

1. One (1) adult must be present at all times for every five (5) minors. The homeowner/tenant must be included, as provided in Rule A.6.
2. In addition to Rule A.5, no alcoholic beverages of any kind are allowed at any time in the club house (including grounds.)
3. The club house facilities must be vacated by 11:00 pm.

Rev: 2.28.01

C. Procedure to reserve club house facilities:

1. Phone the KVTA club house (303.796.0540) and leave message addressed to the club house committee chairperson.
2. For tenant usage, the association must have notification in writing from homeowner of delegation of right of common properties and facilities (see Rule A.2.)
3. Reservation may be made up to a maximum of six (6) months in advance.
4. A security deposit of \$200.00 is required payable to Knolls Village Townhouse Association.

The security deposit may be retained by the association as part payment of any expense for cleaning, damage and/or loss to the association property. If the deposit is not sufficient to cover the fair value of such cleaning and property, then the homeowner/tenant will be responsible to reimburse the association for any additional expense as determined by the board.

5. The club house key is released to the homeowner/tenant when the following occurs:
 - a. Club house reservation agreement is read and signed.
 - B. Security deposit is received.
6. The security deposit is refunded when the following occurs:
 - a. The key is returned to club house committee chairperson (or designate.) The key must be returned within 2 hours after daytime party, or by 12:00 noon following an evening party.
 - b. The club house facilities are inspected for damage or loss by a member of the club house committee and found in acceptable condition.
 - c. The club house reservation agreement is signed (again) acknowledging if any damage or loss to the association property or personal injury has occurred.
7. The homeowner/tenant is responsible for clean-up of club house facilities (including grounds) immediately after the party.

Rev: 8.2.05

D. CLEANUP OF CLUBHOUSE FACILITIES

1. Users must supply towels, dishcloths, paper towels, trash bags, and vacuum cleaner.
2. Remove all trash (inside and outside club house) to personal property for disposal. DO

NOT leave trash at club house.

3. Clean all club house areas used: bath room, kitchen, sinks, appliances, tables, etc.
4. Vacuum carpeting.
5. Return furniture to original location.
6. Set thermostat at 60 degrees (winter heat), or 85 degrees (summer air conditioning.)
7. Leave refrigerator turned ON with door closed.
8. Turn OFF stove burners and oven.
9. Turn OFF all inside lights.
- 10 Lock all doors and windows. (See Rule C.6.a regarding return of key.)

Rev: 2.28.01