



## Clubhouse Rules

*Adopted by the Board of Directors on February 22, 2010*

*Revised by the Board of Directors on May 21, 2010*

**“Member”** shall mean every person or entity, who holds membership in the Association as defined in Article III Section I of the Declaration of Restrictions of the Mountain Park HOA.

**“User”** shall mean any person who qualifies under User guidelines discussed in Section II below. A User is entitled to enjoy all the privileges and facilities of the Clubhouse, tennis courts and all other outside space adjacent to the Clubhouse building (collectively, “Clubhouse”), subject to the restrictions contained in the Codes, Covenants and Restrictions of Mountain Park Corporation and these Clubhouse Rules. The Clubhouse Rules have been established for your comfort, safety and enjoyment of the Clubhouse. These rules apply to all Users.

Topics:

- I. Compliance with Clubhouse Rules
- II. Clubhouse Authorized Users
- III. Clubhouse
- IV. Facilities
- V. General Rules
- VI. Emergency Procedures
- VII. Sanctions

### **I. COMPLIANCE WITH CLUBHOUSE RULES**

All Users are expected to understand and follow Clubhouse rules. These rules govern each User’s conduct while on Clubhouse premises, when participating in MPHOA sponsored activities and events outside the Clubhouse or when representing MPHOA in any capacity outside the Clubhouse.

Users have a responsibility to report any violation by a User to Clubhouse management. While Clubhouse Users may politely remind fellow Users of Clubhouse rules, Users should not confront fellow Users for infractions they observe, and should instead enlist the assistance of a manager on duty or other available Clubhouse personnel.

If a User violates a Clubhouse rule, Clubhouse personnel will bring the infraction to the attention of the User. The User may be referred to the Clubhouse Committee for review and possible sanction. To accommodate special occasions or events, rules may be suspended by management or the Board of Directors at their sole discretion.

Clubhouse management is authorized to eject any User from Clubhouse premises or activities for conduct which, in its judgment, is detrimental to the welfare of the Clubhouse or its Users.

From time to time, the Board of Directors may update the Clubhouse Rules without notice. See [www.mtparkhoa.com](http://www.mtparkhoa.com) for any updates.

**Disclaimer** - By using the Clubhouse amenities, you have agreed to adhere to the Clubhouse Rules that regulate all amenities and programs. Use of the amenities is an acknowledgment that you have reviewed the applicable policies found at [www.mtparkhoa.com](http://www.mtparkhoa.com). Unauthorized use or misuse of the ClubCard, by you or another, may result in loss of Clubhouse privileges as well as civil and/or criminal prosecution.

## II. CLUBHOUSE AUTHORIZED USERS

### *Types of Clubhouse Authorized Users*

#### A. PROPERTY OWNER

Ownership in MP includes in the annual dues one household use of the Clubhouse. The deed holder -- or deed holders -- (each is an **“Owner”** and collectively, the **“Owners”**) of the Mountain Park property (the **“MP Property”**) who holds the right to enjoyment of the Clubhouse included in the annual dues is the **“Primary Member.”**

- i. Classification: In the case of sole ownership, the Owner is the Primary Member. In the case of joint ownership, both Owners living together in the MP Property are Primary Members. When no Owner lives in the MP Property and the Owners have not transferred rights of enjoyment to a Tenant, then the Owners shall designate one (1) Primary Member from among the Owners and this designation may be changed no more frequently than once per year. Any other Owner living in the MP Property with the designated Primary Member shall be considered a Primary Member.
- ii. Expiration of Usage of Rights: Transfer of the deed or change in designation of Primary Member by Owner.

#### B. PRIMARY TENANT

- i. Classification: Owner has transferred his right of enjoyment to a non-Owner who resides in the MP Property owned by Owner.
- ii. Expiration of Usage of Rights: Removal of right of enjoyment by Owner.

#### C. RENTER

- i. Classification: A person -- or persons -- who resides in an apartment who is registered by the apartment manager of the complex where the person resides.
- ii. Expiration of Usage of Rights: Deletion from registration by the apartment manager.

#### D. RESIDENT

- a. Spouse or Domestic Partner

- i. Classification: Spouse or Domestic Partner of Primary Member, Primary Tenant or Renter who is not a Primary Owner, a Primary Tenant or a Renter as defined in Sections II.A-C.
  - ii. Expiration of Usage of Rights: Deletion from registration by Primary Member, Primary Tenant or Renter.
- a. Child
    - i. Classification: Child under the age of (22) of Primary Owner, Primary Tenant or Renter.
    - ii. Expiration of Usage of Rights: 22nd birthday.

#### **E. PROVISIONAL USER**

- i. Classification: Relative or Person residing in the MP Property with Primary Member, Primary Tenant or Renter who is not defined in Section II.D.
- ii. Expiration of Usage of Rights: One (1) year from date Club Card is issued or deletion from registration by Primary Member, Primary Tenant or Renter, whichever period is shorter.

#### **F. PATRON**

- i. Classification: A person who is not a Mountain Park resident who subscribes to a month-to-month program giving them rights of enjoyment to the Clubhouse.
- ii. Expiration of Rights of Usage: Upon termination or non-payment.

#### **G. GUEST**

- a. Day Guest
  - i. Classification: A person who is accompanied by a User defined in Sections II.A.-II.F. Maximum of six Day Guests at any given time per household are allowed.
  - ii. Expiration of Rights of Usage: Upon day's end of the Day Guest Pass.
- b. House Guest
  - i. Classification: A person who is registered as a House Guest by a User as described in Sections II.A.-II.E. House Guests must live outside a (25) mile radius of Mountain Park. Maximum of six House Guests at any given time per household are allowed.
  - ii. Expiration of Rights of Usage: Upon non-payment of House Guest Pass.

***Status Change of Authorized User*** - It is the User's responsibility to provide MPHQA with accurate and current personal information. Within one year of a status change, Users must notify MPHQA of any changes that require a change of Authorized User status as defined in the

Clubhouse rules. The Clubhouse Committee investigates any failure by a User to give proper notification of Authorized User changes.

**ClubCard** - With the exception of Day Guests and House Guests, Users (10) years and older are required to obtain a ClubCard. Users scan or present their ClubCard upon entering the Clubhouse. ClubCards are not transferable and may not be loaned. If you lose your ClubCard, we will gladly replace it for a nominal fee. Each User will provide the association with one of the following forms of identification to receive a ClubCard:

- Driver License with Mountain Park address
- State issued I.D. card with Mountain Park address
- Children ages (8) through (21) can be accompanied by parent or show current school picture I.D.
- Association approved documentation, decided on a case by case basis

### ***Rights of Enjoyment***

1. A Member who has not delegated his/her membership rights of enjoyment may use all of the facilities of the Clubhouse provided his/her assessment accounts are current and the Member is in good standing.
2. A Resident of Mountain Park to whom a Member has delegated rights of enjoyment (Transfer of Rights "TR") per Article IV, Section 4 of the Declaration of Restrictions may use all of the facilities of the Mountain Park Clubhouse, provided the Member's assessment accounts are current and the Member is in good standing.

### ***Fees***

#### **SEE APPENDIX "A"**

The Mountain Park CC&Rs grant the Association the right to charge fees to use the Clubhouse. All Users will be charged fees according to the fee schedule approved from time to time by the Board of Directors.

### ***Age Classifications***

1. Supervised Junior Users ages (0-9). Adult supervision is required at all times. Amenities and services are restricted for this age group (see table).
2. Junior Users ages (10-13). Amenities and services are restricted for this age group. (see table)
3. Users ages (14) and over. Full access to all amenities and services. Weight room orientation strongly recommended for Users turning (14) years old.

CLUBHOUSE AREA	AGES 0-9	AGES 10-13	AGES 14+
See schedules for age specific programs	Adult supervision required at all times		
Locker Rooms	✓	✓	✓
Fitness Studios	✓	✓	✓
Sports Court	✓	✓	✓
Game Room	✓	✓	✓
Lap & Leisure Pools	✓	✓ Swim test required	✓
Hot Tub			✓
Steam Room/Sauna			✓
Weight/Cardio Room			✓

***Parent or Guardian Responsibilities*** - The Clubhouse is enjoyed by families and adults without children. Parents or guardians should advise their children on appropriate behavior and supervise them when required. Direct supervision means that you are participating side by side with your child in the selected activity or you are watching them from a close distance, and ensuring that your child is participating in a safe, non-disruptive manner. Adult supervision includes enrollment in MPHOA supervised programs.

***Babysitters/Caregivers***

This Section provides for special rules governing Clubhouse access and use of a person who is employed by a User to assist and watch a User or a User’s adult relative or child (“**Babysitter/Caregiver**”).

1. A Babysitter/Caregiver is permitted to bring Users into the Clubhouse for classes, events and activities but only with a valid Babysitter/Caregiver Pass issued to the User or User parent.
2. A Babysitter/Caregiver is not allowed to use the Clubhouse facilities unless it is necessary for the activity in which the User or User’s children are participating. The Babysitter/Caregiver is not allowed in the Clubhouse alone and may not bring guests into the Clubhouse.

3. A Babysitter/Caregiver Pass is issued for a specific time period and may be renewed by the User for whom the Babysitter/Caregiver works for subsequent fixed time periods until the Babysitter/Caregiver employment is terminated. It is the responsibility of the User to inform MPHOA when a babysitter's employment has been terminated. Babysitter/Caregiver passes expire on the earlier of the date the fixed time period ends or the date of termination of Babysitter/Caregiver employment.
4. Babysitters and caregivers must show their Babysitter/Caregiver pass and I.D. upon entry to the Clubhouse.

### III. CLUBHOUSE

#### *Hours*

Regular hours of operation for the Clubhouse are as follows:

<u>Monday – Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
5:30 am – 9:00 pm	5:30 am – 7:00 pm	8:00 am – 6:00 pm	Noon – 6:00 pm

Clubhouse hours are subject to change to accommodate holidays and other special occasions. We will post any schedule changes on the website and in the Clubhouse. Departments will have current hours posted on the website.

***Holidays*** - The Clubhouse observes holiday closures on New Year's Day, Thanksgiving Day and Christmas Day.

***Inclement Weather*** - Every effort is made to keep the Clubhouse open in inclement weather. In the event that inclement weather prevents the Clubhouse from opening or restricts operating hours, a notice will appear on the association web-site and the main phone line will be updated with a message.

***Entering the Clubhouse*** - Users ages (10) years and older are required to register or scan their own valid ClubCard upon entering the Clubhouse. Users ages (9) years and under need to be checked in by their parents or guardian. Users must enter and leave via the main entrance.

### IV. FACILITIES

#### ***Aquatics – General Rules***

1. All Users must wear proper swimwear. Cut-offs, shorts, leotards, thong suits, and cotton clothing are not permitted in the water.
2. Regular diapers are not allowed in the pool, all infants and toddlers under the age of (3) or not toilet trained must wear a swim diaper and rubber pants.
3. Direct adult supervision is required for children ages (0-9). Please be in the pool and within contact of your non-swimmer child, even if the child is using a flotation device. Children ages (10-13) are allowed in the pool area without adult supervision ONLY after they have

passed a swim test. Obvious non-swimmers and children less than (48”) inches are strongly encouraged to be in a Coast Guard approved lifejacket.

4. Coast Guard approved lifejackets are the only flotation device permitted to be brought in from outside.
5. State Health Regulations require all Users to shower before entering the pools or hot tub. Please shower and rinse off all sun tan oils or lotions before entering the pools.
6. Mountain Park Personnel may stop any activity which may cause injury or conflict with a User. For everyone’s safety and enjoyment, we do not permit running, pushing, dunking or general rough play in the pools or on the pool decks. Flipping, jumping backwards, or spinning off the edge of the pool is not permitted. Standing or sitting on the shoulders of other Users is not permitted. Throwing children or other Users is not permitted. Excessive breath holding and hypoxic training is not permitted. Swimming the length of the pool under water is not permitted.
7. Mountain Park pool equipment is permitted if used properly. Kick boards are provided for use in the lap lanes. Sinking or standing on kick boards may result in serious injury to the User and/or bystanders.
8. Please keep personal belongings (other than towel/swim gear) in the locker rooms and not on the pool deck. The facility is not responsible for lost or stolen items.
9. No diving at any time.
10. Please do not stand, sit, or cut through the lane lines at any time. Lap lanes are for continuous lap swimming. When lap pool is busy, swimmers must share lap lanes, and should circle swim when more than two swimmers are sharing a lane.
11. Users wearing adhesive bandages or those with skin infections, open wounds, or any communicable disease may not enter the pool.
12. Gum, alcohol, tobacco products, food and drink are not allowed on the pool deck. Water in a shatter-proof container is permitted.
13. Mountain Park reserves the right to schedule programming (group fitness classes, swim lessons, birthday parties, camps, summer events, etc.) or private rentals in the pool area. Mountain Park personnel reserves the right to close the pool at any time.
14. Users must be at least (14) years of age to attend adult classes on the Group Fitness Schedule.
15. MPHOA employs a team of trained instructors to provide our Users with safe health and fitness training; therefore, instruction or training by unauthorized personnel is prohibited.
16. Please contact the aquatic personnel if you have any further questions about the guidelines.

### ***Aquatics - Outdoor Pool Patios***

1. Entry or exit through outdoor gate or climbing over the fence is not permitted.
2. Food and non-alcoholic beverages are permitted.
3. Stereos and radios are not permitted.
4. Use of outdoor patios allowed only during open hours of the aquatics area.

### ***Aquatics - Water Slide***

1. Please stay off slide when closed. Only one User down the side at a time, unless assisting a smaller User.
2. Feet first only down slide, no spinning or going head first.
3. No standing on the slide.
4. Walk up the stairs, no running.
5. Stop at the top of the stair behind the line and wait until instructed by slide attendant before approaching the slide.
6. If gate is close the slide cannot be used.
7. Height requirement for the slide is (48").

### ***Aquatics - Hot Tub***

1. All Users must shower before entering the hot tub.
2. No one under the age of (14) can enter the hot tub. This includes children placing their feet in the water.
3. No submerging under water in the hot tub.
4. No splashing in the hot tub.
5. No swimming in the hot tub.
6. The hot tub is used for relaxation and therapy. Please be respectful of everyone using the hot tub.
7. No more than (18) people in the hot tub at a time.
8. Please be courteous if people are waiting.
9. Please have permission from your physician and be in good physical standing before entering the hot tub.
10. State regulations and instructions for use will be posted near the hot tub. Please read the instructions fully and carefully prior to use.

### ***Sports Court***

1. Beverages in shatter proof, non-spill containers are permitted in the gym; please no food, candy or gum.
2. To protect the wooden gym floor surface, please wear non-marking athletic shoes.
3. MPHOA provides a full supply of basketballs and volleyballs in the gym. Balls may not leave the gym.
4. Users shall be responsible for the condition of equipment upon its return to the fitness attendant.
5. Please use a locker in the locker room to store your athletic bag or other personal items.
6. Do not hang on the basketball rims or volleyball nets.
7. Throwing or kicking balls against the walls or ceiling causes damage to the facility – please don't do it.
8. No User under the age of (18) may participate in adult drop-in games.
9. The posted Sport Court schedule must be followed. The sports court is a multi-purpose area hosting many sports and activities, which must share court time.
10. MPHOA reserves the right to schedule programming (leagues, tournaments, camps, etc) or private rentals on the courts. Open play courts may not be available at all times on all days.

### ***Weight/Cardio Room***

1. Users using the weight room need be in proper gym attire, which includes shirts and closed-toed shoes.
2. No one under the age of (14) is allowed in the weight/cardio room. We will have weight/cardio room orientations monthly for Users (14) years of age and up. These orientations will cover etiquette, safety, the Clubhouse rules, and a test covering these topics. An orientation to the weight/cardio room and fitness classes can be scheduled before a User's (14th) birthday.
3. Beverages in shatter proof, non-spill containers are permitted in the weight/cardio room; please no food, candy or gum.
4. Please use a locker in the locker room to store your athletic bag or other personal items and do not bring them with you into the fitness center.
5. Please adhere to a 30-minute time limit on cardio equipment when others are waiting.
6. The clubhouse provides assorted magazines and newspapers for those interested in reading while working out on the cardio equipment. Please return reading materials to the magazine racks after use.

7. Return all cardio equipment to zero speed and elevation (where applicable) after use. Never exit a treadmill with the belt still moving, or step onto a treadmill with a moving belt.
8. Perform weightlifting exercises properly, safely, and under control at all times. Please do not drop or slam weights. Please refrain from grunting and yelling.
9. Towels and sanitizing spray are provided; please wipe off each piece of equipment after use.
10. Please return all dumbbells, weight plates, and handles to racks after use. Please return all strength machines to zero after use.
11. When performing more than one set on weight equipment, allow others to work in between your sets. No equipment (i.e. dumbbells, physio balls, stretching mats, etc.) in the Fitness Center may be taken to other parts of the club.
12. MPH OA employs a team of trained instructors to provide our Users with safe health and fitness training; therefore, instruction or training by unauthorized personnel is prohibited.
13. If you are unfamiliar with any piece of equipment, please ask for help.

### ***Fitness Studios***

1. Users using the fitness studios need to be in proper attire. Mark proof, closed toed shoes must be worn at all times unless the format of the class requires otherwise (Pilates/Yoga).
2. No one under the age of (14) is allowed without adult supervision in the fitness studio during non-class times.
3. Private usage of the stereo/sound system is not permitted.
4. Please do not bring personal belongings, except a towel and a shatter proof, non-spill water bottle, into the studios.
5. All studio equipment must stay in the studio or storage area. Body bars, tubing, weights, etc. may not be taken to other areas of the clubhouse.
6. Specific instructors are assigned to each class, however, should illness or emergencies arise; another highly skilled instructor will substitute.
7. For classes with sign-up requirements, you may sign in only for yourself.
8. Please wait for a class in progress to officially end before entering the studio for the next class.
9. When Users arrive for class, they may set up their own equipment (step, mat, etc) but they may not save a space or set up for another User.
10. Please be prompt for class. For safety reasons, do not enter a class more than ten minutes late. If Users are late, they should not interrupt the flow of the class, and take responsibility for their own warm-up.

11. Please follow the instructor's direction and the class format, with allowances for modifications due to physical limitations or fitness levels.
12. As a courtesy to the instructor and fellow Users, please do not carry on long or loud conversations during class.
13. If a User is just beginning an exercise program or has any medical concerns, they should inform their instructor prior to class.
14. Classes may be cancelled or rescheduled due to low participation.
15. Users must be at least (14) years of age to attend adult classes on the Group Fitness Schedule.
16. MPHOA employs a team of trained instructors to provide Users with safe health and fitness training; therefore, instruction or training by unauthorized personnel is prohibited.

### ***Game Room / In-Zone***

1. The In-Zone is a game room is for Users of all ages. Junior Users (9) and under need to have adult supervision.
2. If someone is waiting, please be courteous and limit use of all games and equipment to 30-minutes.
3. No horseplay.
4. No yelling or screaming.
5. ClubCard or ID card is required to check out equipment with fitness attendant.
6. No food or beverage in the In Zone. Please use drinking fountain outside.
7. Any abuse or misconduct will lead to disciplinary action up to loss of use of In Zone and Clubhouse.
8. Users shall be responsible for the condition of equipment upon return and replacement fees of equipment not returned to the fitness attendant.

### ***Locker Rooms & Lockers***

1. Children over the age of (5) must use the gender appropriate bathrooms and locker rooms.
2. Day use lockers are offered on a first come, first served basis. Locks and locker contents must be removed daily prior to Clubhouse closure. Users need to bring their own locks. Locks left on lockers past closing time will be cut off. Be considerate of others waiting when using the showers, restroom stalls or hairdryers.
3. Do not use the restroom stalls as changing booths.

***Family Changing Rooms*** - Family changing rooms are for Users who are assisting young children and Users with special needs/disabilities.

### ***Steam and Sauna Rooms***

1. Located in the locker rooms, the steam and sauna rooms are open for use to Users (14) and older.
2. Anyone using the steam/sauna rooms should be in good physical health and should have consent from a physician before using the steam/sauna rooms.
3. Anyone using these rooms must first shower and must also use a towel when coming in contact with any surfaces. Water containers brought into the steam or sauna must be shatter proof.
4. Shaving is not permitted in the steam room or sauna.
5. Water or other liquids are not to be poured on the sauna rocks as this will damage the heating element.
6. Instructions for usage of both the steam and sauna rooms are posted outside each entrance. Please read the instructions fully and carefully prior to use.

### ***Drop in Childcare / The Playschool Express***

1. The Playschool Express is a drop-in child care facility for children ages (12) months-(7) years.
2. Maximum 2-hour time limit per visit.
3. Upon each visit to the Playschool Express, Children are to be signed in and out at the front desk with parent's name and child(ren)'s names, time, and parent's location in the Clubhouse.
4. No outside food or beverages are allowed. Please feed your child(ren) prior to going to the Playschool Express.
5. Children must follow the direction and instruction of personnel. Behavioral problems, such as biting, fighting or other incidents that require discipline and compromise the safety of other children may result in suspension of childcare privileges for a defined period. Appropriate action will be determined on a case-by-case basis.
6. Please ensure that diapered children are dry and clean before bringing them to the Playschool Express. If a child needs to be changed, personnel will request parental assistance.
7. Unless prior arrangements have been made, children will not be allowed to leave with anyone other than the parent or guardian who brought them.
8. Parents/guardians need to stay on the premises while their child is in the Playschool Express.

9. If a child is upset or uncomfortable for a period of 20-minutes or longer, personnel may request parental assistance. Prompt return by the parent will help keep the Playschool Express environment positive.
10. A charge of \$1 per minute will be charged for children not picked up by closing time.
11. For health and safety of children, families, personnel and the community, the Playschool Express cannot accept children who have a fever, heavy cough, runny nose or other contagious ailments. Children must be free of illness for at least 24-hours prior to attending.
12. An emergency contact sheet needs to be completed for each child prior to their first visit.

***Room Rentals*** – Rooms are available to Users to rent for private functions and scheduled community events.

***Tennis Courts*** - There are three outdoor tennis courts in Mountain Park: a double court on Jefferson Parkway just north of the Clubhouse and a single court on Morningview Lane, off McNary Parkway.

1. No food or glass containers allowed on the courts.
2. Alcohol is not permitted on the courts.
3. Smoking is not permitted on the courts.
4. No volleying against the fence.
5. For safety purposes, spectators and children must be seated when in the court area.
6. Courts must be relinquished to the next reservation.
7. Users may sign up for one hour time slots only. No back to back reservations.
8. Pets are not permitted on the tennis courts.
9. Skateboards, roller blades, scooters and other such belongings are not allowed to be used in, or around the tennis courts.
10. Courts may be reserved by Users up to one week in advance. If a reservation cannot be kept, please call the Clubhouse. Reservations will be void if players are more than 10-minutes late.

## **V. GENERAL RULES**

***Alcoholic Beverages*** - Consumption or possession of alcoholic beverages in the Clubhouse is prohibited except when being served at MPHOA sponsored events and as specifically authorized on an approved Clubhouse room rental contract.

***Attire and Footwear***

1. Users should use their best judgment in their choice of attire for the public areas of the clubhouse and consider safety and performance issues in their choice of athletic gear and footwear for sports participation.
2. Shirts and shoes are required at all times in all areas except the locker rooms and aquatics area.
3. Always wear closed-toed athletic shoes in the fitness center and when participating in any sport or group fitness class. If participating in group fitness classes such as yoga or Pilates, which are performed barefoot, wear shoes to and from the studio.
4. When in fitness areas wear shoes designed for court play with non-marking soles.
5. Exercise attire should not be overly revealing and fabrics or accessories should not cause damage to the upholstery on fitness equipment.
6. Swimwear is appropriate only in the aquatics area and locker rooms.

***Cameras*** - Photographic imaging or video recording is prohibited in the following areas: family changing rooms, locker rooms, restrooms, hot tub. Personal photography or video recording is permitted in other areas of the clubhouse for personal use, or specific MPHOA purpose and with the permission of the subject. Non-Users and organizations filming or photographing in the clubhouse must obtain prior approval from the General Manager.

#### ***Cancellations of Programs and Classes***

1. A User's cancellation of a paid for program or class hosted by MPHOA (7) or more days prior to the start of the program or class will result in a full reimbursement. A User's cancellation of a program or class (6) or fewer days prior to the start of the program or class will result in a full credit on your MPHOA account that can be used towards future programs and classes only.
2. MPHOA reserves the right to cancel programs and classes due to low enrollment. Registered Users will be notified of changes and will receive a full reimbursement for paid programs and classes.

***Cell Phones*** - All phones must be turned off or set to silent mode while in the Clubhouse. Use of cell phone, personal digital assistant (PDA) or similar device is strictly prohibited in the locker rooms, family changing rooms and restrooms. There are several clearly marked and easily accessible areas within the facility for Users to use their cell phones. Users receiving calls in restricted areas must move to a cell friendly spot to continue with their calls. Texting and sending/receiving email are allowed in call restricted areas. Users should show common courtesy to those around them by conversing in low tones. A courtesy phone is located in the lobby for use by Users for brief local calls only.

***Conduct*** - MPHOA reserves the right to restrict the use of the Clubhouse due to inappropriate conduct. Behavior including abusive language, fighting, horseplay, unsanitary practices, excessive

noise, disregard of facility and equipment, disrespect to Users using the clubhouse and personnel, or illegal activities will not be permitted. This is your Clubhouse and your assistance in identifying and reporting destructive behavior is greatly appreciated.

***Lost & Found*** - Mountain Park is not responsible for unattended personal items. Lost & found items are held for a maximum of 30-days, after which Mountain Park will donate or recycle all unclaimed items. Valuables with personal information (e.g., wallets, ID's, credit cards) are kept in a secure location. If possible, Mountain Park will attempt to contact the owner via phone or e-mail. Perishable items such as food and personal care items will be disposed of immediately. Contact the front desk for assistance in claiming your lost articles.

***Music Devices*** - Users may use personal music devices with headphones while in the Clubhouse. Stereos and radios are not permitted.

### ***Parking***

1. Restricted parking areas, including fire lanes, loading zones, and the Playschool loading zones are clearly designated. Parking is not permitted, at any time, in the red fire lanes and misuse of the loading zone areas is not allowed.
2. Overnight parking is not permitted on any property owned by MPHOA.
3. MPHOA is not responsible for damage or loss that may occur to cars or their contents while in the parking area. Users are encouraged to remove valuables from their cars and to lock their cars.
4. Bicycles must be parked in designated areas and may not be locked to any railing of the Clubhouse.

***Personal Belongings*** -Visitors are discouraged from bringing valuables into the Clubhouse. The Homeowners Association and personnel are not responsible for lost or damaged items. Lockers are available for personal belongings and should be kept locked while using the Clubhouse.

***Pets*** - With exception of service animals, pets are not allowed in any area of the Clubhouse; this includes being tied up outside or left in vehicles unattended.

***Skateboards*** - Skateboards, roller blades, scooters and other such belongings are not allowed to be used in, or around the Clubhouse.

***Smoking*** - The Clubhouse is a smoke-free facility; smoking is not permitted in or around the Clubhouse.

***Surveillance Cameras*** - Please note that MPHOA has placed video cameras and recording equipment in designated areas of the Clubhouse. Those cameras will be recording activities in the areas, but are not monitored. They are there to capture activities that may take place and are not to be construed as to serve as a deterrent to any such activities.

***Solicitation*** - We do not allow solicitation of any kind (i.e. charitable, religious, political, business) toward any club User or personnel on MPHOA property. Outside materials may not be posted or distributed in the club, unless authorized by management.

## **VI. EMERGENCY PROCEDURES**

Your safety is our first concern. Please take a moment to review these emergency procedures.

1. If you witness an emergency or accident, please advise personnel immediately.
2. If a User becomes injured while at MPHOA, club personnel are not permitted to provide transport. MPHOA reserves the right to call emergency rescue services.
3. In the event of a facility-wide emergency (i.e. fire, bomb threat, earthquake, etc.) we require the cooperation of all Users in the Clubhouse to follow the direction of Clubhouse personnel and to evacuate the building immediately, if requested to do so.

## **VII. SANCTIONS**

Users found in violation of the rules and regulations set forth herein, or found vandalizing Mountain Park properties may be subject to suspension from admittance to the Clubhouse or suspension of other privileges, and will be liable for damages. All vandalism is reported to law enforcement. At the discretion of the general manager, a User's Clubhouse use privileges may be suspended, pending a hearing before the clubhouse committee. MPHOA can and will impose fines up to \$1,000.00 and pursue criminal prosecution for unauthorized use of the "Rights of Enjoyment" and attempted unauthorized use of the "Rights of Enjoyment."

**The Clubhouse Rules are subject to revision.**

**APPENDIX "A"**

Added March 31, 2010

**MPHOA Rate Sheet for Rights of Usage**

Property Owner (primary):	no additional charges
Property Owner (not primary):	no initiation fee, \$50 per month for initial family member, \$25 for each additional family member
Primary Tenant:	no additional charges
Renter:	no additional charges
Resident:	no additional charges
Provisional User:	no additional charges
Patron:	\$75 initiation fee, \$50 per month for initial family member, \$25 for each additional family member
Guest (day):	\$5 ages 3 and up for fitness day pass, no additional guest charges for social events
Guest (house):	\$12.50 per week, per house guest