

## MARINA CLUB RULES AND REGULATIONS

The Captain's Cove Golf and Yacht Club, Inc. (here known as CCG&YC) Board of Directors has established the following Rules and Regulations to ensure the recreational facilities are available and enjoyable to all Property Owners and guests. These rules and policies will be strictly enforced and any violation of them may result in suspension of privileges. Please note that these facilities are only available for use if the Property Owner's Association dues are current, and if the property Owner is in compliance with the CCG&YC, Inc. Community Codes.

Property Owners are asked to please read and familiarize yourselves with the Declaration and Bylaws ("governing documents") for your Association. Many Rules and Regulations set forth herein are derived from the Associations governing documents.

### **DISCLAIMER:**

Property Owners and their guests using the facilities do so at their own risk. The Association and its duly appointed agents and employees shall not be liable for personal injury, damage to, or loss of property arising from the use of the facilities or from the acts, omissions or negligence of other persons using the facilities. The Association shall be held harmless from any and all claims arising by reason of injury or death of any person caused or arising out of the use of the facilities.

### **GENERAL RULES AND REGULATIONS - GUIDELINES:**

#### **Hours of Operation:**

**ACCESS TO THE CLUBHOUSE FACILITIES WILL BE AVAILABLE BY PROXIMITY CARD ONLY, DURING APPROVED NON-BUSINESS HOURS.**

#### **CERTAIN AREAS ARE SUBJECT TO HOURS OF OPERATION AS FOLLOWS:**

- **FITNESS CENTER:** 5:00 A.M. TO 11:00 P.M., 7 DAYS PER WEEK.
- **POOL (OUTDOOR):** 11:00 A.M. TO 7:00 P.M., 7 DAYS PER WEEKS IN SEASON (MEMORIAL DAY THROUGH LABOR DAY) CLOSED DURING OFF SEASON.  
**POOL (INDOOR):** 5:00 A.M. TO 11:00 P.M., 7 DAYS PER WEEKS  
**INDOOR POOL CLOSED 8:00AM TO 9:00 AM FOR MAINTENANCE**
- **RESTAURANT, BILLARDS ROOM, MEETING ROOMS:** NORMAL BUSINESS HOURS, UNLESS OTHERWISE POSTED.

The hours of operation of all facilities and services provided by the CCG&YC Community Association, Inc. Community Center are established by the Association's Board of Directors. The Board or General Manager may close certain facilities, from time to time, for maintenance, repairs and for other purposes deemed necessary. The Community Center's hours of operation (including seasonal holidays) will be posted at CCG&YC Community Center on the bulletin board and will be published in all communications, including the community newsletter

Identification: Property Owners and their guests must at all times have in their possession their entrance ID Card, Guest Proximity Card or Daily Guest Pass for access to the Community Center and its facilities.

Each household or lot, (as the case may be) will be issued at no cost the following Identification Cards:

- Two (2) Proximity Cards per Property (All access)
- (1) ID Proximity Card per child in residence aged 14 through 18 years of age (programmed for use during Normal Business Hours only)
- Up to four (4) Daily Guest Passes may be obtained at the Concierge Desk for guests of Card Proximity holders for a nominal fee.

### **PROXIMITY CARDS:**

**PROPERTY OWNERS ARE RESPONSIBLE FOR THE USE OF ALL PROXIMITY CARDS ISSUED FOR THEIR ADDRESS.**

ID Proximity Cards grant the holder access to the facilities before and after Normal Business Hours.

Child and Guest Proximity Cards grant the holder access to the facilities during normal staffed business hours only. Card holders must meet the age requirements set forth below in order to use the facilities unsupervised.

### **DAILY GUEST PASSES:**

Up to four (4) Daily Guest passes may be obtained at the Concierge Desk during normal business hours, for a nominal fee. Daily Guest Passes shall be issued to Proximity Card holders over the age of eighteen (18).

Guest passes will not be issued to Members under the age of eighteen (18). These are passes not, proximity cards, and allows the holder use of the Community Center facilities during normal business hours only and shall be valid for the day of issuance. Daily Guest Pass holders must display their pass at all times when using the facilities.

**PROPERTY OWNERS ARE RESPONSIBLE FOR THE USE OF ALL ID PROXIMITY CARDS, GUEST PROXIMITY CARDS AND DAILY GUEST PASSES ISSUED FOR THEIR ADDRESS.**

**GENERAL USE/ACCESS TO THE COMMUNITY CENTER: ACCESS TO THE CLUBHOUSE FACILITIES WILL BE AVAILABLE BY PROXIMITY CARD ACCESS ONLY DURING NON BUSINESS HOURS.**

Property Owners and Guests must carry & display their ID card or guest pass at all times while in or upon the facilities. Guests should sign in at the front desk.

- No one under the age of 14 is permitted in the Community Center facilities at any time unless accompanied by an adult. Note that there are age restrictions to certain areas of the Community Center facilities (see below).
- No one under the age of 16 is permitted in the Fitness Room at any time, unless under parental supervision.

### **RULES AND REGULATIONS COMMON TO ALL ACTIVITIES AND FACILITIES**

Use of the recreational facilities is restricted to Property Owners and their guests who are in good standing. All Property Owners and their guests must have their ID proximity cards/guest passes on their person when using CCG&YC Community Center.

Property Owners are ultimately responsible for actions and/or damage caused by their family members and guests using any ID Proximity Card, Guest Proximity Card or Daily Guest Pass issued under their address.

All persons using the recreational common areas must conduct themselves in a courteous manner. Disorderly, verbal or physical misconduct will NOT be tolerated. No Property Owner or guest may verbally or otherwise abuse any employee or volunteer of the Association. All complaints pertaining to employees should be made in writing, signed by the Property Owner, and forwarded to the Management Office and/or the Board of Directors.

#### **CONDUCT -**

The Community Center General Manager and staff have been delegated by the Board of Directors to enforce Rules and Regulations regarding the use of the recreational facilities at the Community Center. Abuses of Misconduct shall follow the rules of enforcement and due process as outlined the CCG&YC By laws, and Rules & Regulations

#### **ATTIRE -**

Proper attire is required at all times in the CCG&YC Community Center. Shirts and shoes must be worn at all times. Metal or soft-bottom golf shoes are not permitted to be worn within the Community Center. Also, absolutely no “skate shoes” are to be worn in the Community Center at any time,

#### **EQUIPMENT -**

Recreation equipment supplied by the Community Center must be returned to the designated storage areas immediately following each use. Also, if you re-arrange furniture either indoor or outdoors, you must put it back the way you found it before you leave.

#### **RADIOS-**

Portable radios, CD players, etc. will be allowed in the common recreational areas, provided they are equipped with ear phones and cannot be heard by other individuals using the facility.

#### **FOOD & DRINKS-**

Unless pre-approved by management, food and drinks are not allowed in the Community Center. Plastic water bottles are permitted in the Fitness Room. **NO ALCHOLIC BEVERAGES ARE**

**PERMITTED AT ANY TIME. NO GLASS BOTTLES OF ANY KIND ARE PERMITTED IN THE INDOOR POOL OR FITNESS ROOM.**

**PETS -**

No pets are permitted in the Community Center or any other common recreational facility areas, with the exception of service pets.

**SMOKING -**

Smoking is not permitted anywhere in the CCG&YC Community Center or in the swimming pool & spa areas. Smokers must exit the building and proceed to designated smoking areas, located outside the swimming pool gates and at the front of the building.

**PARKING -**

Self-parking is permitted only in designated parking areas --- not in fire lanes or on grassed areas. Vehicle repairs, overnight parking and/or parking of stored vehicles at the Community Center is strictly prohibited. "No Parking" and "Handicapped Parking" signs must be observed.

**SKATEBOARDING -**

Skateboarding, rollerblading, and roller skating will not be permitted any where on Community Center property, including sidewalks and parking lots adjacent to the building.

**BICYCLES -**

Bicycles are not to be left in front of the Community Center, brought into the Community Center the pool area. They are to be stored in the bicycle rack located on the side of the building closest to the parking lot. Such storage is understood to be at the risk of the owner. The Association is not responsible for any loss or damage incurred as a result of leaving bicycles unattended.

**OTHER AMENITIES AVAILABLE:**

**MEETING ROOM RENTALS -**

The Multi Purpose Room may be rented for private parties by Property Owners only. Gatherings and/or parties where the guest list exceeds 10 persons will require a reservation. Association business has priority over Property Owner's business. All regularly scheduled Board of Directors or community related meetings will have priority for room use. Otherwise, services are on a first come, first serve basis. Please check with the Food & Beverage Manager for details on leasing and fees.

**LIBRARY-**

A sharing library is located in the Community Center. Book borrowing is on an honor system. Please return the books to the library when you are finished. Donations of books that are in good condition are always appreciated.

**BILLIARDS ROOM -**

The billiards room is for Property Owners and their guests. Games are available for your use. To reserve space in the Billiards Room, please see the F & B Manager.

## **FITNESS ROOM -**

Children under the age sixteen (16) years must be accompanied by an adult. Anyone using the equipment should consult their physician for exercise recommendations prior to using the fitness equipment.

Any Property Owners or guests who choose to use the equipment in the Fitness Room will do so at their own risk. Property Owners and their guests are encouraged to use the “buddy system” and should, for their own safety, always have another person present when using the equipment.

Property Owners/Guests should wipe down the equipment after each use. Proper exercise attire should be worn. Non-outdoor tennis shoes or sneakers must be worn while operating fitness equipment. Exercising without a shirt is not permitted. Personal items are to be stored in the locker rooms.

Additional Rules and Regulations are posted in the Fitness Room.

## **LOCKER ROOMS -**

The lockers are available for use of all Property Owners and guests while using the recreational facilities. The lockers must be emptied at the end of such usage. No one is permitted to store items in the lockers overnight. The CCG&YC Association is not responsible for any loss or damage that occurs to personal property that is placed in lockers.

## **SWIMMING POOLS -**

Property Owners and Guests must have proper ID with them at all times. The CCG&YC Community Center staff reserves the right to close the swimming pool should the need arise.

There will be an “adult swim” held periodically throughout the day at the lifeguard’s discretion.

Parents are ultimately responsible for supervising their children when using the swimming pool. Children under the age of 12 are not permitted to use the swimming pool without adult supervision in the pool area. Unsupervised children will be asked to leave the swimming pool area.

Users of the swimming pool facilities shall follow local and State of Virginia health regulations at all times.

Proper swimming attire is required for the use of the swimming pool. Street clothes cannot be used as swimming attire.

No child that is not toilet trained is permitted in the swimming pool, unless they are wearing the proper “swim pants.” Diapers are not permitted.

Running, horseplay, diving or jumping into the swimming pool is not allowed for safety reasons. Where violations of such Rules and Regulations occur, staff and/or lifeguards are empowered to suspend a person’s privilege to use such swimming pool facilities. Property Owners are responsible for the actions of their family members, guests, and persons in possession of any ID Proximity Card, Guest Proximity Card or Daily Guest Pass issued to them.

Food and non-alcoholic beverages are permitted in the swimming pool area. Please place all trash in proper receptacles provided when finished. **NO FOOD OR ALCOHOLIC BEVERAGES WILL BE PERMITTED AT THE SWIMMING POOL/TIKI BAR UNLESS PURCHASED FROM THE MARINA CLUB. ABSOLUTELY NO GLASS BOTTLES OR CONTAINERS ARE PERMITTED IN THE SWIMMING POOL AREAS. THERE ARE NO EXCEPTIONS TO THIS RULE. OWNERS OR GUESTS WITH GLASS BOTTLES IN THESE AREAS WILL BE ASKED TO LEAVE.**

Flotation devices and pool toys shall be allowed at the discretion of Management and the Life Guard staff. Personal items brought into the pool area are the responsibility of the owner; the Association shall not be held responsible for lost or stolen items.

Pool furniture is available on a first come first serve basis and may not be reserved by placing towel and pool bags on chairs, lounges or tables. Pool furniture must be placed in such a manner as to ensure a clear passage around the swimming pool. Property Owners and guests are expected to return the furniture to its original setting after their use. Community Center furniture may not be brought for use in the swimming pool area or any other area. Littering is not permitted at the Community Center, swimming pool or on CCG&YC Community Center property. Anyone seen littering should be reported to management. Also, excessive and errant behavior that may cause damage to the Community Center is strictly forbidden. The cost for any additional maintenance of the grounds due to neglect by a Property Owner or guest may be billed to the responsible Property Owner.

**OTHER PERTINENT INFORMATION:**

**AMENDED CHANGES TO RULES AND REGULATIONS -**

Enforcement of the Association's Rules and Regulations, to the extent permitted by law, includes the ability to impose and collect fines and other forms and methods of abating violations shall be as determined by the CCG&YC Community Association, Inc. Council.

These Rules and Regulations are subject to change at any time. The Board of Directors and/or the Association may amend these policies from time to time without the consent of any other person or entity. All changes to these Rules and Regulations shall be posted in the CCG&YC Community Center. It is the responsibility of the resident to stay abreast of all amended Rules and Regulations.

**Captain's Cove Marina Community Center is recorded under 24 hour video surveillance.**