

Policy for Managing Captain's Cove Amenity Access Cards

June 20, 2009

Per the Cove Covenants, *“Every person who acquires title, legal or equitable, to any lot in the Subdivision shall become a member of the Captain's Cove Golf and Yacht Club, Inc....”* The following amenity access procedures will only apply to “Class A” Memberships, as described in the Articles of Incorporation.

- Upon receiving the annual dues payment of a Cove lot owner, a Membership Card will be issued to the lot owner(s). One card will be issued for each lot owned. Multiple ownership of a single lot is considered a single Cove membership. This card will be issued yearly and be inscribed with the lot owner name(s) and section and lot number. This will signify that the membership dues are current for the lot and will give the lot owner the authorization to cast a vote as permitted by membership in the CCGYC. It will also authorize the member to acquire Amenity Access Cards according to the following schedule. This schedule may be amended at any time by the Board of Directors.

Adult Access Cards:

- Upon verification of a valid CCGYC membership for any lot, the member(s) shall receive up to two(2) adult access cards. These cards will be color-coded, numbered and inscribed with the Cove section and lot number. One card will contain the name of the member and the second card may be assigned to another adult residing at the member's billing residence. If the membership lot ownership is listed in two names, each card will be assigned to one individual each. These cards may be obtained either in person at the Cove business office, or by mail to the same.
- Owners of multiple lots may upon request receive two(2) additional adult, child or guest access cards for each additional lot owned. These cards will also contain the Cove section and lot number and the name of the individual to whom the card has been assigned, as instructed by the member.
- Any individual presenting their personal access card will be permitted to use the Cove amenities. Amenity attendants may request personal identification and verification of membership standing for the access card. Note: Additional access cards may not be sold or traded under any circumstances. Doing so will result in the loss of all access cards and privileges associated with the primary card holder(s) for not more than one year, as determined by the Board.
- Each dependent child under the age of eighteen(18), or attending college full time up to the age of twenty-two(22), that is residing with a member is eligible for a youth access card. These cards are color coded and inscribed with the member's Cove

section and lot number and the name of the dependent child. These cards may be obtained by making an application at the Cove office during business hours.

Member's Guest Access Cards:

- Up to four(4) daily guest passes may be purchased by a holder of an adult access card. The member of record for the adult access pass shall be responsible for the behavior and actions of their guests. The fee for guest passes will be determined yearly by the Board of Directors.
- All guests will have in their possession a properly dated guest access pass at all times while using a Cove amenity.

Renter's Access Cards:

- Each CCGYC membership may purchase up to four(4) renter access cards. These cards can be used by both adults and children. These cards will be color coded and inscribed with the Cove section and lot number and the name of the person to whom the card is assigned. An additional allotment of renter cards may be purchased for each additional Cove residential dwelling owned by the primary member.
- Renter access cards may be purchased for periods of one(1) year, one(1) month, or one(1) week on a fee schedule set yearly by the Board of Directors.
- A renter may purchase renter access cards at the Cove Office by presenting written permission of the lot owner, evidence of a properly drawn lease or rental agreement, and valid personal identification.
- A renter access card may be utilized by both adults and/or children upon proper validation.
- The lot owner must be a Cove member in good standing for the entire lease period, and will be responsible for the behavior and actions of the renter access card users.

Seasonal Guest Access Cards:

- Seasonal guest access cards may be purchased by a Cove member for use by the member's personal house guests. Cards may be purchased for the peak season (Memorial Day to Labor Day) or any month or week during peak season. A rate schedule will be established yearly by the Board of Directors.

General Guidelines:

- Use of all access cards are predicated on the good standing of the lot owner(s). Access cards may be validated by the amenity attendant to determine the dues status of the associated property. Delinquency of membership dues will invalidate all access cards associated with that lot owner.
- Use of all CCGYC amenities, including entrance to the Marina Club (except for bar/restaurant and banquet patrons) is reserved for the exclusive use of the CCGYC members and their guests according to the amenity access terms listed above. The right to use these amenities will be enjoyed only by the person assigned to the access card and will not be transferred to any other person.
- The principal lot owner(s) are responsible at all times for the behavior and actions of anyone using an associated youth, renter, seasonal or guest access card. Misuse of the access card (including the buying, selling or trading of access cards) or violation of amenity rules by any card holder may result in the suspension of the lot owner(s) membership privileges and all associated access card holders.
- All individuals using any Cove amenity must have a valid access card in their possession and will present it for validation upon request by a Cove amenity attendant .
- Additional surcharges may apply to renter, seasonal, and guest access for specific amenities, as determined annually by the Board of Directors.
- All access cards will be uniquely numbered. If a card holder requests a replacement card, there will be a charge of \$25 for the first occurrence, and \$50 for each additional occurrence. A member may report and invalidate any access card issued in their name. The amenity attendant will confiscate any reported lost, stolen or invalidated access card that is presented for use. Any card presented in the name of another person is also subject to confiscation.

- Access pass cards will be color coded to indicate:
 - Adult Access Pass
 - Youth Access Pass
 - Renter Access Pass
 - Seasonal Access Pass
 - Guest Access Pass

Suggested Fee Schedule (per person):

- Guest Pass (per person)
 - Each day, adults and children - \$3.00 per day
- Renter Pass
 - Yearly: \$250/person; \$400/family
 - Monthly: \$60/adult; \$30/child
 - Weekly: \$20/adult; \$10/child

(Child cards available to persons under 18 years of age)

- Seasonal Guest Pass (per person)
 - Peak Season: \$75
 - Monthly: \$25
 - Weekly: \$8/adult; \$6/child

(Child cards available to persons under 18 years of age)