

Camellia Village Clubhouse Policy

It is the desire of the Camellia Village Board of Trustees to provide a Clubhouse that is clean, useable and enjoyable for all the residents in our community. However, in order to achieve this objective, it will take a community effort. Therefore, the following Homeowners Association (HOA) policy is being published so everyone knows exactly what is expected. The Clubhouse is available to all residents unless otherwise reserved for a special event.

A. Clubhouse General Rules and Regulations

1. The Clubhouse facilities are for the use of homeowners and their guests only.
2. The homeowner may delegate their right of enjoyment of the Clubhouse and Pool facilities to tenants who reside on their property. However, the homeowner is totally responsible for any damages or loss of Clubhouse and Pool property.
3. For violation by the homeowner/tenants or their guests of the posted Rules and Regulations established by the Board, the right to use of a homeowner or tenant will be suspended for a time and/or fines imposed to be determined by the Board.
4. No illegal substance will be allowed at any time in the Clubhouse or grounds surrounding the Clubhouse and Pool.
5. The homeowner or tenant must be present for the entire time the Clubhouse facilities are in use. A homeowner/tenant must accompany children ages 18 and under while in the Clubhouse.
6. The use of tape, glue, tacks, nails, pins, etc., cannot be used to mount decorations to wall, windows or doors.
7. After an event, the homeowner/tenant is responsible for cleaning the Clubhouse. This includes vacuuming the carpet and mopping (if needed) tile floor area that was used, placing any tables and chairs used back in the storage closet, emptying the kitchen trash (if food has been put in it) into the outside trash receptacle, cleaning the kitchen counters if used, and returning all furniture to its original location.
8. If a private party is being hosted by a homeowner or tenant, items in the kitchen (excluding food) are for the use of residents at the Clubhouse. Those hosting the event are to supply paper plates, cups and napkins.
9. No helium balloons are allowed in the Clubhouse due to the possibility of becoming entangled with ceiling fans.
10. The Clubhouse cannot be used for money raising purposes by an individual or organization.
11. No Animals (pets) are allowed in the Clubhouse at any time.
12. The outside doors must be kept closed.
13. The homeowner/tenant is responsible for the conduct of his/her guests and proper behavior to prevent damage and excessive noise.
14. When leaving, set the thermostat at 67 degrees (winter heat) or 78 degrees (summer air conditioning).
15. When leaving, turn OFF all inside ceiling lights and TV but leave the two table lamps by the couch ON all the time. Make sure all outside doors are locked and secure.
16. The Fitness Center and Restrooms are available and open to all residents even during a private party.
17. No smoking is allowed in the Clubhouse at any time or the common and grassy area surrounding this facility.
18. Nothing breakable is to be taken into the pool enclosure at any time.
19. Between 11pm and 7:30am, no noises which can be heard by persons in another unit are allowed.
20. Due to Fire Marshall Regulations, Clubhouse doors heading outside **CANNOT** be blocked at any time.
21. **The Clubhouse security combination is only given to a homeowner or tenant. DO NOT give the combination to guests, service people or realtors, other than the one responsible for selling the new units.**

B. Procedure to Reserve Clubhouse Facilities

The Clubhouse is available for meetings and group functions, such as crafts, table games, committee meetings, or Association social gatherings, etc., and private parties hosted by the homeowners/tenants. If possible, such functions and any other use of the Clubhouse should be scheduled **30 days** in advance as follows:

1. Check the calendar either on-line or the Clubhouse Bulletin Board for availability.
2. If date and time desired are free, write in your name and time to be reserved on the Clubhouse calendar
3. Complete a Camellia Village Clubhouse Reservation Form, found either on-line or in the third drawer of the brown cabinet located in the lobby, and submit to a Board Member for approval.
4. Once approval is received in writing, plan your event, have a great time, and enjoy the facilities.

THE USE OF THE CLUBHOUSE FACILITY IS A PRIVILEGE, AND IF THE RULES AND REGULATIONS LISTED ABOVE ARE NOT FOLLOWED, THAT PRIVILEGE COULD BE REMOVED OR FINES IMPOSED. (Revised 1/01/14)