

RULES & REGULATIONS FOR USE OF CLUBHOUSE FOR PRIVATE PARTIES

NO SMOKING IN ANY SECTION OF THE CLUBHOUSE: THIS INCLUDES RECREATION ROOM, OFFICES, UPSTAIRS CLUBHOUSE AND ALL BATHROOMS.

Only unit owners/lessees and their guests are permitted on the second floor.

Unit owners/lessees using the facilities are responsible for closing and locking all doors, turning off lights and setting air conditioners at 75 degrees, humidifier at 60.

The appliances (stove, refrigerator, ice machine, and microwave) may be used only for activities in the recreational area.

A fifty dollar (\$50.00) deposit will be required for all private parties. Upon inspection the deposit will be returned if the facility is cleaned and no damage beyond normal wear and tear has occurred.

Unit owners/lessees using the facility will be responsible for damage beyond fair wear and tear. They will also be responsible for removing any debris or trash incident to their use of the facility.

Only unit owners/lessees may schedule use of any portion of the second floor of the Clubhouse for a private party. Arrangements for a time and date must be made with the Ports O'Call office secretary.

All paper goods, such as napkins, table cloths, drinking cups, paper plates, silverware, are to be provided by the unit owner/lessee.

Unit owner/lessee must be in attendance at all times during party. Children in attendance must be supervised and not permitted to run outside the Clubhouse. The Clubhouse must be cleared by 11:00 p.m.

Unit owner/lessee must arrange for guest parking.

Maximum number of persons allowed is one hundred (100). At least three (3) doors must be free for exit.

Unit owner/lessee is responsible for immediately removing trash after the party. The facility must be cleaned by 10:00 a.m. the following morning, or in the event of daytime use, immediately thereafter.

Please do not start preparations for your event until the day before. Check first to see if the room is available for you to do so.

Please realize that the POC maintenance staff is not available to you until after their work day has ended. If you wish, our maintenance staff may be hired to assist you after working hours at a fee to be determined by them.