

RIVERWIND HOMEOWNERS ASSOCIATION INC.
RULES AND REGULATIONS
CLUBHOUSE COMPLEX

Three types of events are possible in the Clubhouses/Game Room:
Recurring events, Social Committee events and Private Party events.
All events must be scheduled with the Scheduler.

Clubhouse Complex is smoke free.

GENERAL USE

1. Purchasers of Riverwind homes are given a Clubhouse key by the seller. It is the responsibility of each homeowner to safeguard the key. Under no circumstance should a Clubhouse key be loaned or given to a non-homeowner of Riverwind property.

2. The number of persons using either Clubhouse or Game Room must conform to the maximum occupancy standards established by the Henderson County Fire Marshall. Notice is located on the wall as you enter the buildings.

Main Clubhouse 72 at tables & chairs; 154 at chairs; 216 standing.

Small Clubhouse 22 at tables & chairs; 48 at chairs; 66 standing.

Game room 24 persons.

3. The Clubhouse doors will remain unlocked when anyone is inside or when any resident or guest is using the swimming pool. All exterior surrounding fence gates must remain closed at all times and never propped open. This is an absolute insurance requirement as well as a safety issue.

4. All trash is to be removed immediately after all events. Trash must be taken home for disposed.

5. Grill is to be cleaned after use.

6. No tables, chairs or other Clubhouse/pool furniture may be borrowed without specific permission from the RHOA.

7. The Clubhouse Complex is not an available meeting place for outside groups. There can be no business conducted in the Clubhouses except for events or meetings sponsored or approved by the RHOA.

8. The RHOA Board of Directors is to be the final arbitrator on any conflicts with scheduling of the Clubhouses or Game Room.

9. Pets are not allowed in the Clubhouse

RECURRING EVENTS

1. Such events must be open to all Riverwind residents.

2. They must be scheduled so as not to conflict with existing scheduled events already published in the Riverwind Newsletter Calendar.

3. Recurring events, such as bingo, bridge, cards, table tennis, stitch & chat, etc. must have a resident sponsor identified.

SOCIAL COMMITTEE EVENTS

1. Limited to residents only.
2. Events are budgeted through RHOA.
3. Events are scheduled at the beginning of the fiscal year so as not to conflict with existing scheduled events.

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PRIVATE PARTY EVENTS

1. Residents may reserve either Clubhouse or Game Room for private parties, including their guests, through a request to the Scheduler to put their event on the monthly RHOA calendar.
2. Residents are limited to one (1) scheduled event per month. In all such uses, the RHOA shall require that the user exempt the RHOA from all liability for use of alcohol.
3. Use of either Clubhouse or Game Room shall not generate expectation of absolute privacy because the Clubhouses and Game Room are co-owned by all residents. However, all residents are expected to exercise consideration and avoid disturbing such a gathering absent unusual circumstances.
4. A notice may be affixed to the outside door notifying all that a scheduled private party is in progress.

RHOA CLUBHOUSE COMPLEX RESERVATION AGREEMENT

Reservations are taken by the scheduler or designee only on a first come, first serve basis. Reservations are confirmed only after the agreement has been signed by the resident and co-signed by the scheduler or designee. This excludes existing recurring scheduled events which are open to all residents. Please be sure to include in your request Total Time Reserved, sufficient set-up and clean-up time for your event.

Building reserved: Main Clubhouse _____ Small Clubhouse _____ Game Room _____

Date of event: _____

Total time reserved: _____ to _____

Time to appear on Calendar: _____ **to** _____

Number of people attending this event need to be within Fire Marshall limits.

Main Clubhouse: table & chairs 72, chairs only 154, standing 216.

Small Clubhouse: table & chairs 22, chairs only 48, standing 66.

Game Room: 24 persons.

Responsible resident hosting this event: _____

Resident's address: _____

Resident's phone number: _____ email address _____

Signature of resident: _____ Date: _____

(by signing this agreement, you agree to the Clubhouse Complex Cleanup Procedures).

Signature of scheduler: _____ Date: _____

CLUBHOUSE COMPLEX CLEANUP PROCEDURES

1. Cleanup should occur on the day of the event.
2. Wash any dishes, glassware, utensils and coffee pots used.
3. Make sure all appliances are turned off (i.e. oven, coffee pots, etc.).
4. Tables and chairs need to be returned to original locations.
5. Refrigerator/Freezer: Remove all food, beverages and ice after an event.
6. Take home used towels, washcloths and tablecloths. They need to be washed and returned as soon as possible.

7. Grill must be cleaned if used.
8. Check restrooms for trash.
9. Take home all garbage and recyclables (bags located under sink).
10. Floors:
Sweep or vacuum floors to remove any debris.
Spot clean or mop kitchen floor.
11. Run vacuum and apply spot cleaner on carpet (small clubhouse/game room), if needed.
12. Check the thermostat and return to seasonal setting (summer 68 °; winter 72 °).
13. Close and lock all windows and doors.
14. Turn out lights and lock door.

Thank you for keeping our Clubhouse Complex clean.