



Pool and Clubhouse Information, Rules, and Regulations

The following rules and regulations, as adopted by the Promenade at John Tyler Condominium Association, Inc. (PJTC) Board of Directors this 26 day of NOVEMBER, 2018 are for the protection and benefit of all members, residents and guests. Members, residents and guests using Promenade's Clubhouse and/or Pool should familiarize themselves with rules and regulations.

All members, residents and guests shall comply with these rules and regulations. Members are responsible for the actions of their lessees, guests and family members. By using the clubhouse and pool, members, residents and guests acknowledge and agree that the Association assumes no liability for damage or loss of personal property, or bodily injury, and residents and guests hereby indemnify and hold the Association harmless from any claim, cause of action, lawsuit, damages, judgment, loss or expense, including attorney fees and costs, against or incurred by the Association resulting or arising out of the member's, resident's or guest's use of the clubhouse or pool.

The Association is not responsible for the loss or damage of any property brought onto or left on the premises by any member, resident or guest.

Non- compliance with these rules may result in restriction or revocation of privileges.

The Clubhouse/Pool should be treated as though it is your own home.

The Clubhouse/Pool is for use by PJTC members, lessees, and their guests only

**SWIMMING AND USE OF THE POOL
IS AT YOUR OWN RISK**

THERE IS NO LIFEGUARD ON DUTY

OPERATING HOURS AND DATES

- Pool opens on the Saturday before Memorial Day
- Pool closes on Labor Day or at such date as determined by the Board of Directors
- Depending on weather, the Pool may open earlier and close later with substantial community interest.
- During the season, the Pool is open 7 days a week from 10:00 AM to 8:00 PM. For safety reasons, it is closed and off limits to members and their guests after hours and during the off-season.

GUEST POLICY

- Each Promenade household is allowed to have a maximum of four (4) guests at any time. Overnight and/or out-of-town house guests are exempt from this rule.
- Guests under thirteen (13) years of age must be accompanied by someone in the member's household at least sixteen (16) years of age.
- Members or residents must remain at the Pool with their guests or family members at all times and are responsible for their behavior.
- Board permission is needed if you wish to invite more than four outside guests (non-exclusive) to the pool so the membership can be notified. Only the PJTC Board of Directors can grant permission for pool parties with more than four outside guests (not including overnight guests).

MEMBERS' CHILDREN

- Children under thirteen (13) years of age must be accompanied and supervised by a member or resident over the age of eighteen or an authorized caregiver sixteen (16) years of age or older. Members and residents will be held accountable for the behavior of their children and children's caregivers.

GENERAL POOL RULES

- Members, residents and guests who are unable to swim shall not enter the pool unless accompanied by an adult member or resident who can swim.
- Swimming and remaining on the pool area are prohibited during thunder or electrical storms or when there is lightning, or in the event of other adverse weather that makes it unsafe to remain in the pool or pool area.
- NOTE: There is no lifeguard, member of the Board of Directors or Association manager who will be on site to determine the opening and closing of the pool due to a weather event. Determining whether current conditions are safe for swimming or remaining in the pool area is at the risk of the member, resident or guest. Members, residents and guests are to exercise utmost caution when swimming or using the Pool or Pool area during or after a weather event. In the event of a thunder or electrical storm or when there is lightning, the pool and pool area should be vacated for at least thirty minutes from the last occurrence of lightning or thunder.

- The Pool gate and clubhouse doors must be fully closed at all times and not propped open at any time. If you are the last one to leave the Pool area, please ensure that the gate and all doors are closed and secured behind you. **THIS IS A VERY IMPORTANT SAFETY, INSURANCE, AND LIABILITY REQUIREMENT.**
- Members and residents should have their security key fob with them at all times for access, identification as a bona fide user, and to be able to access the clubhouse bathrooms.
- Members, residents and guests are expected to identify themselves if asked by anyone acting for the association (Board member, Manager, pool vendor, etc.).
- No pets may be brought inside the fenced area except for certified service animals.
- No pets may be tied to the outside of the fence or any part of the property.
- **POSITIVELY NO DIVING IN THE POOL OR RUNNING IN THE POOL AREA.**
- No horseplay, unnecessary splashing will be permitted in the pool area. Spitting, roughness or other conduct affecting the safety and comfort of others shall not be permitted.
- Abusive, aggressive or offensive behavior is prohibited. Inappropriate, threatening or profane language or behavior is prohibited.
- Proper bathing suit apparel is required at all times. No regular clothing, non-swimwear, cut-offs, or “skinny dipping” allowed in the pool.
- Incontinent swimmers shall use swim diapers. Disposable or cloth diapers are not permitted unless covered with plastic pants.
- Swimming and use of the pool area are not permitted with open wounds, sores, rashes, skin inflammation, nasal, ear or eye discharge, diarrhea, vomiting, flu, cold, or any similar symptoms, or any communicable disease or infection.
- Persons with excessive sunburn, open wounds, sores, blisters or cuts that are bandaged are prohibited from swimming in the pool but may use the pool area.
- No glass is allowed on Pool grounds, including the Pool deck and playground areas.
- No smoking or use of tobacco products, including electronic cigarettes and vapes, within the fenced Pool area or anywhere on Clubhouse property.
- No alcoholic beverages may be brought onto the Pool grounds except as approved by the Board of Directors pursuant to Association policy.
- Pool furniture must be left in the Pool area at all times. Pool furniture may not be overturned, broken, damaged, placed in either Pool, or abused in any way. If furniture is damaged, we ask that you contact a Board member immediately.
- Pool “toys” are limited to swim aids, masks/goggles, and small flotation devices (such as foam noodles). Boogie boards, air mattresses, Frisbees, aqua lungs, or weight belts are not permitted. Non-floating items, such as rocks, dirt, fishing weights may not be thrown into the Pool. Food may never be thrown into the Pool. Objects designed to be thrown into a Pool and retrieved are allowed provided they are not left in the pool.
- Motorized drones or toys are not permitted in the Pool or Pool area.
- Bicycles, scooters, skateboards, and roller skates/blades are not allowed in the Pool area.
- If you have opened an umbrella while at the Pool, please lower prior to leaving. This will help prevent the number one cause of umbrella damage—being blown over by the wind.
- Personal audio devices used in conjunction with headphones or earphones are permitted in the pool area. Systems used with external speakers producing amplified sound are not permitted.
- Clean up after yourselves and your guests and deposit all trash in trash cans located near the pool entrance.

PROMENADE CLUBHOUSE

The Promenade Clubhouse Area contains four distinct spaces:

1. Swimming Pool and the surrounding fenced in area.
2. Conference/Meeting Room
3. Kitchen and Lounge Area
4. Exercise rooms.

The Clubhouse is owned by and available to all Promenade members and their lessees per these rules and regulations. The open room is designed to be a casual family-oriented room with an open family room, kitchen, and eating area. A separate exercise room is located through the glass door. The conference room and the kitchen areas are available for exclusive member use by reservation. When an area is reserved and being used by a member, members and their families not involved in the scheduled event should show courtesy to them. The clubhouse schedule is posted on TownSq. Use of the Clubhouse is first come, first serve basis with deposit.

Reservations

- Monday thru Sunday reservations needed 8:00 AM to 11:00 PM
- \$100.00 deposit; refunded if properly cleaned

CLUBHOUSE RESERVATION RULES

- All Members, residents and their guests are required to adhere to both the general Clubhouse Rules and Regulations above and these Reservation Rules.
- All fire codes must be observed. Maximum occupancy is posted in each area.
- A Member or resident age 21 or over must be present for all events using the Clubhouse. The Member assumes all liability in the event of any injury and/or damage for their use or their lessee's use of the Clubhouse.
- Members or residents with reservations receive exclusive rights to the Clubhouse for the hours specified on the reservation form; however, it is understood that all Members, residents and their guests always have access to the bathrooms and exercise room.
- Exclusive use of the Pool is not included in reservations for the Clubhouse.
- Members may not arrive to set up for events earlier than the start time of their reservation. If party is reserved for 4:00 PM, then set up should begin at 4:00 PM. Please take this into consideration when choosing your reservation hours.
- Events are not to exceed seven (7) hours.
- Events must be held within the security alarm system window.
- Member will be responsible to pay all fines issued by the James City County Police Department in the event of any false alarms or disturbance calls.

HOW TO RESERVE A ROOM IN THE CLUBHOUSE

- Refer to the Promenade website, TownSq for a reservation form and contact the Managing Agent until there is a Clubhouse Reservations/Events Coordinator. In your email, indicate the requested date, what room(s) you want to reserve, and your personal contact information. Someone will respond within 48 business hours of your request.
- The Reservations/Event Coordinator and/or Management will have a Reservation Agreement Form for the member to review and sign and will also provide an electronic copy of this document "Pool and Clubhouse Information, Rules, and Regulations." A reservation form is also appended to these rules and regulations.
- Reservations for 50 or more people must be submitted at least 30 days in advance of the event for approval by the Board of Directors.
- Seven (7) days prior to the event, the member must supply the following:
- One check made out to the Promenade at John Tyler Condominium, Inc., for the refundable deposit fee of \$100.00.
- A signed Reservation Agreement Form.
- The refundable check will be returned within two business days of the event. If the room is determined to be improperly cleaned or damages noted, then the Member or resident will be notified with specifics.
- If the Member or resident decides in advance not to clean the room thoroughly following the event, this should be noted at the time of reservation. The \$100.00 deposit check will be used to pay for our cleaning service to clean the room. This fee will cover the cleaning of the room only and does not include any fees to cover damages or extra cleaning in the event of a need for additional cleaning.

GENERAL CLUBHOUSE RULES AND REGULATIONS

- Clubhouse hours for Member or resident use is 8:00 AM to 11:00 PM, 7 days a week. The Clubhouse must be vacated by 11:00 PM for security reasons. The Pool area closes at 8:00 PM during the Pool season and is closed to members from 8:00 PM to 10:00 AM during the season and at all times during the remainder of the year.
- No alcoholic beverages are to be sold at any time.
- Members and residents are responsible for noise control. Conversation, music or other sound should be kept at a level that does not disturb or interfere with other Members or residents who are in the Clubhouse, or with surrounding homes. Please be aware that neighbors' homes surround the Clubhouse, and noise does carry to these homes.
- Abusive, aggressive or offensive behavior is prohibited. Inappropriate, threatening or profane language or behavior is prohibited.
- Personal audio devices used in conjunction with headphones or earphones are permitted in the Clubhouse. Systems used with external speakers producing amplified sound are not permitted unless approved through the reservation process.
- No pets are allowed inside the Clubhouse except certified service animals.
- All furniture is to be put back in its original location if moved. Party decorations are allowed, but no modifications to the building are permitted. Only blue painter's tape or zip ties are allowed to affix decorations inside the clubhouse. All party decorations must be removed, including all tape and ties.
- All trash and food must be completely removed from the Clubhouse, including the refrigerator. Please dispose of all trash in receptacles outside of the Clubhouse. The Clubhouse must be left in the pristine condition found. This includes the kitchen area!
- No wet swimwear is allowed in the Clubhouse.
- The Promenade Clubhouse, Pool, and all outside areas are a smoke-free area. No smoking or use of tobacco products, including electronic cigarettes or vapes are permitted anywhere on the common areas.
- Stacking/folding chairs may be purchased later and will be in the closet. Please return them to the closet when finished.
- Turn off all electronic equipment before exiting the Clubhouse.
- Temperature should remain at 68 degrees during the winter months and at 75 degrees during the summer months.
- **NO OVERNIGHT PARKING IN THE CLUBHOUSE PARKING LOTS.** Vehicles may be towed at owner's expense.
- Make certain ALL entrances are closed and secured when exiting the building.

EXERCISE ROOMS

The exercise room is a benefit for all Promenade Members and residents. It is very important that every Member, resident and guest respect the equipment and the rules to keep the equipment in prime condition.

The use of the exercise room and equipment requires training and proper physical conditioning. Members, residents and guests making use of the exercise room and equipment do so solely at his or her own risk. Consult your health care provider prior to engaging in any exercise or use of the equipment.

- Hours of operation: 24 hours
- For safety, children under the age of 16 are not permitted in the exercise room without supervision by an adult.
- Members, residents and guests shall use the cleaning towels available in the room to clean the equipment after use.
- Members, residents or guests who are injured using the exercise room or equipment should seek medical evaluation and treatment. Such injuries should be reported to the Association Manager or Board of Directors member responsible for the Clubhouse.
- Please notify the Board of Directors member responsible for the Clubhouse if any misuse or damage to equipment is noticed.
- No alcoholic beverages are allowed in the exercise room at any time.
- Proper athletic attire must always be worn.
- Athletic or exercise shoes must always be worn. No sandals, open toed or open-backed shoes are permitted.
- Food is not permitted in the exercise room.
- Water or sports drinks are permitted provided they are in a sealable, plastic container.
- Please be respectful of other people using the Clubhouse when operating the volume of the TV/stereo.
- Personal audio devices used in conjunction with headphones or earphones are permitted in the exercise room. Systems used with external speakers producing amplified sound are not permitted.
- Turn off the TV/stereo and fan when finished using the exercise room.
- Please be sure the exercise room door and all exterior doors are closed and secure behind you. Exterior doors are not permitted to be propped open.

IMPORTANT CLUBHOUSE SECURITY ALARM INFORMATION

The Clubhouse is equipped with a security system that automatically arms itself after Midnight and disarms before 5:30 AM every day.

If you enter outside the normal Clubhouse hours, the alarm will go off. The siren is extremely loud, and the police will be dispatched. If you need to be in the building after Midnight, you must contact an **PJTC** Board of Directors member so that the alarm can be temporarily disabled. If you

are in the building and the alarm goes off, make sure everyone leaves the building and waits in the Clubhouse parking lot for the police to arrive. The member is responsible for immediately contacting an **PJTC** Board of Directors member to disable the alarm.

In case of Medical Emergency or Fire

CALL 911

Any false alarms cost the **PJTC** serious expenses; these costs will be passed on to the responsible member.

Clubhouse Area Rental Agreement

Member or Resident's Name and Address _____

Phone Number and Email _____

Date of Clubhouse Rental _____

Start and End Times of Clubhouse Rental _____

Extend past 10:00 p.m. closing to 11:00p.m. (adult events only) _____ Yes _____ No

Type of Event _____

Anticipated number(s) of guests _____ Adults _____ Children <18

Additional Information/Special Request:

I acknowledge that I have read the Promenade Pool and Clubhouse Information, Rules, and Regulations, which are incorporated by reference into this Rental Agreement, and I understand them and will comply with them. I understand that I am responsible for the behavior of my guests and invitees. I understand that I must make a refundable deposit fee of \$100.00 which will be forfeited if I do not return the property to the condition I found it in, or if there are any damages sustained during my rental time. Reservations are not considered booked until the deposit has been collected.

I agree to protect, indemnify, hold harmless, and defend the Association, its members, officers, directors, and agents, from any and all claims, liabilities, damages, or rights of actions, arising from or in connection with the use of the Clubhouse by me or my guests or invitees. I further agree to pay all costs for damages to the clubhouse, furniture and furnishings and other equipment that result from the use, misuse, or abuse of the premises by me or my guests or invitees. If the deposit held by the Association is insufficient to cover said damages, I will promptly remit payment in full for such damages within thirty days of receipt of an invoice from the Association. An invoice for damages shall be deemed received if mailed via certified mail return receipt requested. I agree that any failure to remit payment in full to the Association shall be treated as an individual assessment against my Unit, and the Association shall have all remedies as set forth in the Condominium Instruments or at law.

I represent that I have homeowners/and or umbrella liability insurance coverage in the amount of at least \$300,000 that shall extend to this function.

I agree that if my function involves the use of any alcoholic beverages that I will not permit such use except under one of the following options (Check One):

 My event is catered by a third-party caterer that is fully insured and licensed, including but not limited to host liquor coverage, and has all requisite permits required by law. I further agree that said caterer shall remain at the function until all guests have left and the facility has been vacated. Said caterer shall provide evidence of required insurance coverage for liability, worker's compensation, host liquor coverage and licenses to the Association at least 48 hours prior to the commencement of event. Such insurance provided shall name the Association an additional insured; or

 I shall obtain the requisite alcoholic beverage permits required by law. I further agree that evidence of required insurance coverage for liability, host liquor coverage and applicable permit shall be provided to the Association at least 48 hours prior to the commencement of event. Such insurance provided shall name the Association as an additional insured.

I further acknowledge that the right to use the property and facilities as aforesaid may be revoked at any time for a violation by me, my guests or invitees, of any rule, regulation or policy.

An adult member 21 or older will be present at all times. I agree to leave the clubhouse in a clean and orderly state, including placing all trash in the trash receptacles.

Signature _____ **Date** _____

Email _____ **Phone** _____

Board Approval for more than 50 guests at a party

Name _____ **Signature** _____