RESERVED USE OF THE CLUBHOUSE REQUIREMENTS

Violating any of the following Clubhouse Rules may result in the forfeiture of the security deposit or a portion thereof and could result in the revocation of future Clubhouse reserved use privileges.

1. The Clubhouse is available for reserved use by club members who are in good standing. The club member reserving the Clubhouse must be present and responsible at all times during set up, the event itself and clean up following the event.

2. Non-exclusive use of the clubhouse is available to members for activities such as exercise, bridge, creative arts, and neighborhood gatherings. While there is no charge, users must recognize that other members are allowed to freely come and go during your event. Clubhouse rules must be followed including leaving the Clubhouse in clean condition.

3. For rental use, attendance is by invitation only. No public advertising is allowed, including newspapers, organizational newsletters, internet advertising, posted flyers, external email blasts or metered mailings.

4. No fees may be charged or donations collected for any event held in the Clubhouse or in the picnic areas, except for those hosted by Cape George sanctioned committees. All fundraising must benefit the Cape George Community.

5. Signs to direct guests to events must be put on free standing stakes. Any signs not on stakes will be removed. Signs may not be nailed to Cape George signs or traffic sign posts, which include road signs and entrance signs. Members who fail to remove signs immediately after the event may be subject to fines (Form MIS04).

6. Use of the swimming pool, marina area/dock, barbeque area and gazebo are not included in the agreement to reserve the Clubhouse. All of these areas are open to member use at all times.

7. No swimming suits, towels or wet clothing are allowed in the Clubhouse. You must be fully clothed with shoes on (no bare feet) to enter the Clubhouse.

8. The Clubhouse must be vacated by 11:00 p.m. and cannot be entered again until 8:00 a.m. the following morning without prior approval from the Office. If the event is to end at 11:00 p.m., the Office will have the gate programmed to close at 11:30. Sleeping overnight in the Clubhouse, parking lot, or on the beach is not allowed. Parking on Common Property is subject to Club Rules and Regulations.

9. Smoking is prohibited in the Clubhouse, kitchen, restrooms, and within 25 feet of any entrance.

10. Under no circumstance is Club property to be removed from the premises.

11. No furniture, including the TV and piano, is to be moved. The only exceptions are the round table and chairs with rollers and the two small upholstered chairs. The art wall cannot be covered or removed.

12. Members who reserve the Clubhouse take full responsibility for the loss, breakage, or other damage to the Clubhouse or its contents. This includes but is not limited to all dishes, appliances, pots, pans, and utensils.

13. The member reserving the facility shall be responsible for complying with appropriate liquor laws.

14. Food and beverage tables should be set up on the tiled area to assist in easy cleanup. No tables should be set up on the area rugs. Put chairs away after the event, but leave the tables up for the maintenance staff to put away.

15. No decorations may be fastened to walls regardless of methods including, tape, nails, pins, or gum. There are hooks in the ceiling peak which may be used for lightweight hangings. No additional hooks may be installed. Easels are available for use.

16. Each group must supply their own expendables, such as food, coffee, cream, sugar, condiments, napkins, paper plates, plastic cutlery, cups, etc. Do not use supplies marked for another event, and please remove any unused food and supplies at the conclusion of your event.

17. Leave the premises in clean condition (requirements on inspection sheet.)
18. All cleaning must be completed by the conclusion of your reservation time or as otherwise scheduled with the Event Coordinator.

19. The member is responsible for the removal of all garbage from the Clubhouse area. Do not use the containers outside the kitchen door or the Club’s dumpsters. Noncompliance may result in loss of deposit.

20. Ensure that all outside doors are locked, windows properly secured, lights are turned off, and the thermostat is set at its lowest setting (66).

21. The security deposit will be refunded after final inspection is completed by the Event Coordinator and submitted to the Trustees for refund.

22. Cape George management reserves the right to have, the event coordinator or staff checks in at the event while in progress to ensure compliance with the agreement and club rules.

23. It is expected that that the Clubhouse will be left in a clean, neat and orderly fashion. If the facility is not adequately cleaned after your event, charges may be deducted from your deposit. The following is a partial list of potential charges:

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sweeping and mopping floors</td>
<td>$100.00</td>
</tr>
<tr>
<td>Vacuum rugs</td>
<td>$25.00</td>
</tr>
<tr>
<td>Wipe out refrigerators, ovens and counters</td>
<td>$25.00</td>
</tr>
<tr>
<td>Clean and put away dishes</td>
<td>$50.00</td>
</tr>
<tr>
<td>Clean Sanitizer drain</td>
<td>$50.00</td>
</tr>
<tr>
<td>Remove trash and recycling</td>
<td>$150.00</td>
</tr>
<tr>
<td>Clean bathrooms</td>
<td>$100.00</td>
</tr>
<tr>
<td>Remove event signage</td>
<td>$25.00</td>
</tr>
</tbody>
</table>