



Homeowners Association

Title: Clubhouse Reservations and Usage

Policy: CH-0002 Version: 1

Effective date: 4/16/2012

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The purpose of this policy is to provide members an understanding of how the Clubhouse is to be used and maintained by HOA members.

The clubhouse will only be reserved for use by HOA committees and private functions by adult resident members in good standing with the HOA. Arrangements for use of the Clubhouse should be made with the Clubhouse committee chairperson. To reserve the clubhouse, the requesting member must complete the Clubhouse Reservation Form (Available on Auberge Website). (For access to website see Website policy). Reservation Forms must be accompanied by a \$200 deposit and the specific date and time clubhouse is to be used. The member making the reservation will be responsible for review of the premises before and after the use of the clubhouse. The purpose of the review will be to insure that responsibility for the clubhouse is properly accounted for.

1. Users of the Clubhouse are responsible for leaving it clean after their function and seeing that trash has been placed in the outside container.
2. The \$200 deposit will be returned, to the reserving member, after the facility has been checked by the Clubhouse Chairperson and the key is returned to the Clubhouse Chairperson or designee.
3. Clubhouse functions should be scheduled for completion no later than 10:00 p.m. This is intended as a courtesy to the residents living near the clubhouse. Any exception to this hour must be approved by the clubhouse committee.
4. The clubhouse should remain locked at all times when not in use.
5. Bathrooms, workout and library areas are accessible to members thru the clubhouse backdoor by using the pool gate access code.
6. The outdoor grill is available for members use for reserved functions. If the grill is used it is your responsibility to clean and wipe down the grill after use.
7. The Clubhouse supplies are for use of HOA functions only.
8. The Hospitality committee chairperson should co-ordinate its' schedule of HOA functions with the Clubhouse chairperson. The Hospitality committee will be responsible for cleanup after HOA functions.

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9. The Clubhouse committee will be responsible for maintaining an inventory of supplies in the clubhouse.
10. The Clubhouse chairperson will also alert the HOA Board of any maintenance issues.
11. The Clubhouse is not available for use by any outside organization or for business purposes.
12. Members must be in good standing with the Auberge HOA to reserve or use the clubhouse.