



Clubhouse Usage Rules Revised 05/31/2011

The Clubhouse is to be used for events planned by and intended for the enjoyment or edification of Echo Mill residents and invited guests. Homeowners may use the Clubhouse subject to the following rules:

- Use of the Clubhouse for private functions is accorded only to Echo Mill Homeowners Association members in good standing.
- Clubhouses can be rented from **8am to 12 midnight**.
- Clubhouses will not be available during neighborhood sponsored Events. Neighborhood sponsored Events take precedence over Homeowner reservations.
- Any activities that may, by their nature, be cited as a precedent by any group, cause, party or other organized entity and used as a basis for a civil or punitive action against the Echo Mill Homeowners Association are strictly prohibited.
- Any activity that may be reasonably expected to cause a hardship to others in the community due to noise, traffic, or other nuisances will not be allowed.
- Reservation of the Clubhouse does not include the use of the pool, tennis courts, basketball court, soccer field, volleyball sand court or any other amenity area during the time the Clubhouse is rented.
- Occupancy of Clubhouse is limited to maximum of 25 people at the front Clubhouse and 100 people at the back Clubhouse.
- Homeowner agrees to clean the Clubhouse(s) to the satisfaction of the Board of Directors and/or its agents after use. This includes wiping off all countertops, stovetops and tabletops, sweeping all floors, cleaning up any spills and stains that have occurred during the Event, removing all items from the refrigerator and other appliances, emptying all trash receptacles in the clubhouse and removing all decorations. If these items and others listed on the clubhouse vacate checklist are not performed the deposit will be forfeited.
- All documents must be submitted and all fees must be paid no later than ten (10) business days prior to the start of the Event.

- All fees are to be paid by check, which is to be signed by the Homeowner hosting the Event. The checks should be made payable to: Echo Mill Homeowners' Association, Inc. If a check is returned for insufficient funds, a fee of \$35.00 will be assessed to the Homeowner's association account. A separate check must be written for the rental and the deposit. Deposit checks are returned at the end of each month of the rental. If rental is the last week of the month, deposit will be returned at the end of the following month. It is the homeowner's responsibility to notify the Management Company whether to shred or return your deposit check.
- Jumpys or other inflatables can be placed in the following areas: Front Clubhouse - between the playground and front pavilion; Back Clubhouse - the area between the Clubhouse and behind the swings or in the soccer field. Jumpys are NOT allowed on the front Clubhouse lawn, in the pool areas, or on either of the parking lot
- The sponsoring homeowner must be present at all times during the Event.
- All Events for persons under 21 years of age must be chaperoned by adults over 25 years of age at all times.
- Live or recorded music is permitted provided the following regulations and guidelines are followed: (1) The sources of music will be inside the Clubhouse; (2) The music is not to carry beyond the Clubhouse area; (3) Music and noise from the Event shall conform to Cobb County Noise Ordinance Article VII, Section 50-257 of the Cobb County Code: Enumeration of Prohibited Noise.
- The Homeowner accepts responsibility for all false alarms which may cause the Police Department or the Fire Department to be called to the Clubhouse. All false alarms that incur a fee set by the Police and/or Fire Department(s) responding to the alarm will be assessed to Homeowners' association account.
- **NO confetti** or **silly string** is allowed in the Clubhouse(s).
- Arrangements to receive keys must be made Monday through Friday during the hours of 8:30 am and 4pm. Keys will be provided at a minimum of 24 hours prior to the rental. Keys are issued only if a signed rental agreement and the required payments are on file with the Management Company. Failure to arrange for keys prior to a weekend rental may result in an inability to access the Clubhouse for the scheduled rental. In this case, the deposit will be refunded but the rental fee will be forfeited.
- Keys must be returned within 24 hours of the Event. Returned keys will be placed in a sealed envelope w/ your *Name* and the words *Clubhouse Key Return* to ARC LOCK BOX at the FRONT CLUBHOUSE. If keys are held longer than 48 hours after the end of your rental time, your deposit may be forfeited. If the keys are lost a \$50 lost key fee will be charged.