

Clubhouse Rules, Regulations & Agreement

The clubhouse is available for private functions with advance reservations, not to exceed sixty (60) days in advance of the event for homeowners of record and their guests. Availability is on a first come first serve basis. To reserve the clubhouse, you may not call or email your request earlier than 7:00 a.m. sixty (60) days in advance.

Homeowner Association meetings, committee meetings, and Board of Directors meetings have preference over reservations.

The person reserving and using the clubhouse must be an owner and be in attendance at all times during the event and be responsible for the actions of their guests.

Consecutive day reservations are not permitted unless otherwise approved by the Board.

Holiday reservations of the clubhouse can be made three (3) months in advance. Reservation approval will be granted on a yearly rotating basis if the clubhouse is requested by more than one owner. (I.E. If an owner requests Easter and Christmas and another owner requests Christmas, the owner that has not reserved the clubhouse during the same calendar year will have priority.)

Political functions or functions involving solicitation, drug and alcohol resale as well as subleasing is strictly prohibited.

Users shall cleanup the clubhouse immediately after the event. Any spill or stain to furniture or carpet must be blotted and cleaned immediately. Any additional cost for extra cleaning, repair, or replacement will be at the expense of the owner reserving the clubhouse. **See attached Clubhouse Event Cleanup Checklist.**

Clubhouse events shall conclude at 10:00 p.m. unless otherwise approved by the Board.

The association shall not be responsible for, or liable for, the actions of any individual while using the clubhouse.

No smoking or vaping is allowed in the clubhouse or bathrooms.

Guests must be supplied a container to discard all smoking materials outside the clubhouse.

The person reserving and using the clubhouse is responsible for all damage repairs to the facility.

Use of the clubhouse does not include use of the swimming pool.

Decorations must be hung or displayed in a way that does not discolor or damage walls, floors, ceilings, windows, or furnishings. (Pins or tape is not allowed.)

Music is restricted to the clubhouse, no outside music. No live bands, disk jockeys, loud amplified music, or other loud noises that would impede the quiet enjoyment of other homeowners in the community are not allowed.

Tents, canopies, or tables are prohibited to be set up outside the clubhouse and no parking on the grass.

Failure to comply with Clubhouse Rules and Clubhouse Event Cleanup Checklist will result in the loss of clubhouse use for one (1) year.

I acknowledge that I am responsible for the condition of the Clubhouse for the event scheduled:

Date of Event: _____

Signature of Homeowner: _____ Date _____



3873 South Banana River Boulevard
Cocoa Beach, FL 32931

Clubhouse Event Cleanup Checklist

It is the responsibility of the event host (owner) to ensure the clubhouse is cleaned and in order. Any costs incurred for cleanup will be the responsibility of the event host (owner) and may result in restrictions for future use of the facility. Please be sure the following, and any other disarray, is completed at the conclusion of the event.

- Wipe off, fold and return all tables and chairs to their original position.
- Vacuum, sweep or mop all floors. Any stains must be removed.
- Pick up all trash resulting from the event including the grounds surrounding the clubhouse or parking lot area.
- All trash is to be placed in the provided trashcans.
- Turn the air conditioner to 78 degrees.
- Clean kitchen counter tops, sink and appliances.
- Clean all dishes and empty dishwasher.
- Remove all food, beverages and ice from refrigerator and freezer. Wipe down any spills or crumbs.
- Remove all decorations.
- Remove all items brought to the event to include plates, cups, napkins, silverware, etc.
- Clean restrooms and empty wastebaskets.
- Lock all windows and doors (clubhouse and restrooms).
- Turn off all lights in the clubhouse and restrooms.
- Return clubhouse keys after event to a board member.

The clubhouse shall be cleaned immediately following the event. Failure to complete cleaning of the clubhouse, common areas, or parking lot may result in incurred cleaning fees and may result in restrictions for future use of the clubhouse.