

EWC Clubhouse Rules

The Estates at Willow Creek, its residents and guests and/or agents shall not be responsible for any injuries on the premises, nor for any loss or damage to personal property.

Reservation Guidelines:

- A reservation is from 9:00 am day of the event, until 9:00 am the following morning.
- Use of the clubhouse beyond the 24-hour reservation will result in an additional \$75.00 fee*

*(exceptions can be made for special events)

- The clubhouse is not to be used for overnight activities or lodging.
- The clubhouse reservation does NOT include the pool, tennis court or back patio. The reservation includes only the front porch, clubhouse and parking area. Deposit will be forfeited if guests use other areas.
- Reservations are on a first come, first served basis
- The homeowner is responsible for the key. A charge for the change of locks and new keys will be assessed to any homeowner who loses the key.
- Homeowners are responsible for guests' behavior and all must comply with all applicable rules, laws and ordinances of the Association and the general authorities. Consumption of alcohol by minors is prohibited. Boisterous behavior during or when departing the event will not be tolerated.
- The management company, Board of Directors and clubhouse coordinator retain the right to be admitted to the clubhouse during any function to ensure proper protection of the facility.
- The Board of Directors of EWC retain ultimate control and will resolve any issues.

Rules:

- No pets allowed in the clubhouse with the exception of service animals.
- No smoking in the clubhouse
- Do not raise the blinds or open the windows
- The clubhouse TV should not be moved.
- No decorations of any type may be attached to any surface with pins, tape or command strips within the clubhouse. Any violation of this directive will result in forfeiture of the deposit and additional assessments for any repairs necessary. Three free standing easels available for decorations
- All decorations must be removed from the clubhouse.
- The homeowner is responsible for cleaning the clubhouse.
- The homeowner is responsible for emptying all trash cans and replaced with new bags.
- Homeowner must take trash with them
- No permanent changes may be made to the clubhouse or property.
- If alcohol is served, the homeowner is responsible for compliance with all applicable laws of the State of Ohio, including ID verification. The sale of alcohol within the clubhouse (eg — cash bar) is prohibited without verification of liquor license and must be approved by the Board of Directors. Note: the signed rental agreement does not constitute written approval for the sale of alcohol

Safety:

- Maximum number of occupants per clubhouse room is restricted in accordance with Rule. 1301:7-7-21, Article 27 of the Ohio Fire code and is posted in each room. Great room - 24, kitchen area - 50 and the back - 54
- A clear unobstructed aisle, 36" wide leading to each room exit must be maintained.

Parking:

- If the parking lot is full, guests may park on the outside curb of Wembley only. Do not block driveways. The no parking signs should be placed where indicated on the parking map.

Clubhouse Checklist

Leave this checklist on the kitchen counter when you leave.

If you have questions contact Clubhouse Coordinator.

Do not turn off the lamps located on the tables in the great room.

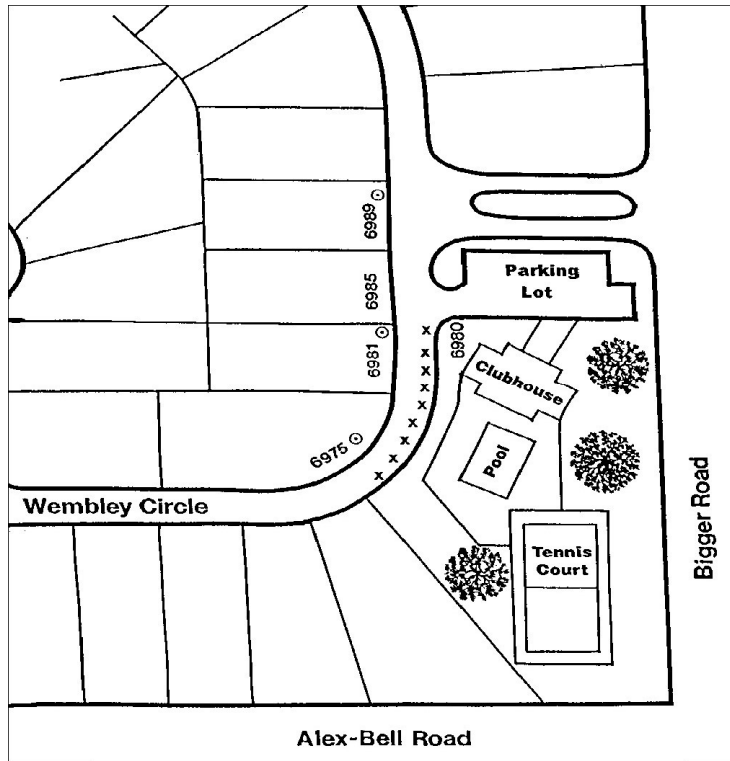
- _____ Thermostats: Winter - set to 60 heat/auto. Summer - set to 80 cool/auto
- _____ All carpeted floors vacuumed. Damaged carpet will be replaced from the deposit
- _____ Wood floors swept, spills cleaned up
- _____ All tables wiped off
- _____ All furniture cleaned, placed back in original position
- _____ TV, Cable and Fireplace Remotes are present
- _____ All doors locked including hall door to restrooms
- _____ Parking signs returned to the storage room
- _____ All decorations removed from the building
- _____ All counter top areas cleaned
- _____ All items removed from refrigerator/freezer, which is also wiped clean
- _____ Stove and oven **turned Off** and cleaned if used.
- _____ All trash bagged (including bathrooms) to take with you (replacement bags in lower drawer, right side of sink). Up to a \$50.00 fine if trash is left at the clubhouse.
- _____ Floors mopped if needed (mop in storage room)
- _____ Clean any soiled bathroom areas
- _____ Parking area and front porch litter free

Fees for non-compliance with the rules will be the responsibility of the homeowner. These fees may be above and beyond the original security deposit.

Homeowner signature

The Estate at Willow Creek association appreciates and thanks you for your cooperation in keeping the clubhouse a wonderful place to hold gatherings.

CLUBHOUSE PARKING MAP
The Estates at Willow Creek



Legend:

X = Permitted Additional Parking

O = Placement of 'No Parking' signs (on grass, not in the street)