

## Rules for Use of the Chemeketa Park Clubhouse

1. Usage Agreement: A Chemeketa Park Mutual Water Company Member (the "Member") using the Chemeketa Park Clubhouse (the "Clubhouse") must sign a usage agreement and release (the "Usage Agreement") as provided by the Chemeketa Park Mutual Water Company (CPMWCo) prior to reserving the Clubhouse. Optionally, the Member may designate an Event Coordinator (the "Coordinator") to be present at the event. This Coordinator, if designated, must also sign the Usage Agreement.
2. Member as Host: Only Members or the Member's immediate family may reserve the Clubhouse. The Member or Coordinator, if designated, shall be present at all times at the function for which the Clubhouse is used and must be the primary host of the event. There shall be no unattended minors (under 21 years of age).
3. Assumption of Risk: The Member shall hold harmless and indemnify CPMWCo and its Board of Directors, employees, contractors, agents, affiliates, and related entities thereof for all claims, attorneys' fees, and other costs or liabilities incurred by or asserted against any of the foregoing as a result of use of the CPMWCo Clubhouse by the member or the member's guests. The Board of Directors, at its sole discretion, may require proof of insurance coverage for certain events.
4. Damage: The Member shall be responsible for the repair of any damage to the Clubhouse, including the walls and floor, furniture, equipment, appliances, and window coverings. If it cannot be repaired, the member is responsible for replacement of the damaged property. Pictures or posters shall be attached to the walls with pins only; no nails or tape of any kind may be used. All tape marks and holes larger than pin size will be counted as damage.
5. Assessments Current: The Clubhouse is not available for use by any Member if the assessments and other sums due to CPMWCo by the Member are not current.
6. Anti-Discrimination Policy: A user shall not restrict participation in his or her event based on race, religion, sexual preference or place of national origin.
7. Availability: The Clubhouse is available for use in four-hour segments up to a maximum of 12 hours and may be occupied between 7:00 a.m. and 11:00 p.m. The facility is not available for overnight use. The Member has exclusive use of the clubhouse building, stage, picnic tables and parking areas. The Member has non-exclusive use of the playground equipment and the rest of the park.
8. Parking: On-site parking is limited to the blacktop in the playground and the parking spaces at the entrance to the playground. Parking for additional vehicles shall be the responsibility of the Member and shall respect the private property of other Members.
9. Music: Music, and/or any other noise, must not disturb residents in the homes surrounding the area. The event host shall be responsible for noise or music emanating from guests either coming to or leaving the function at the Clubhouse. There shall be no music past 10:00 p.m.
10. Cleaning the Clubhouse: The Member shall be responsible for returning the Clubhouse to the condition it was in prior to the event. This includes the following items.
  - a. Clean the Clubhouse, and any other area used, immediately after the event ends
  - b. Remove all trash and recyclables and/or put trash cans out for pickup by Greenwaste
  - c. Turn off all lights and the water heater in the kitchen
  - d. Lock doors and windows
11. Access: The Clubhouse Coordinator will assign the reserving Member a temporary four-digit code for the keyless door lock. The temporary code will be activated the day before the event and deleted after the event, unless the event is ongoing, such as weekly usage. Instructions follow these rules.
12. No Roller Blades/Skates: No damaging footwear, roller blades or skates shall be allowed in the Clubhouse.
13. No Fires/Campfires: No fires are allowed within the Clubhouse at any time. This includes candles, grills, braziers or any other source of open flame. No campfires are allowed in the areas outside the Clubhouse at any time. Cooking grills are allowed only on the blacktop in the playground.
14. No Smoking: No smoking is allowed in the Clubhouse.
15. No Weapons/Illegal Drugs: No weapons or illegal drugs shall be permitted within the Clubhouse or playground at any time.

Clubhouse Reservations & Keyless Door Entry Instructions

**Clubhouse Reservation Instructions:** Reservations may be scheduled as early as one year in advance or as late as one week in advance by contacting the Clubhouse Coordinator. The current Clubhouse Coordinator is \_\_\_\_\_. His/her telephone number is \_\_\_\_\_ and his/her email address is \_\_\_\_\_.

To reserve the Clubhouse, submit a completed Usage Agreement for the Chemeketa Park Clubhouse, a refundable security deposit check for \$150 made out to CPMWCo and a self-addressed stamped envelope (SASE) to the Clubhouse Coordinator at the header address. Upon receiving these materials, your reservation will be confirmed. A temporary four-digit code will be assigned before the event.

After the event and inspection by the Clubhouse Coordinator, the deposit, less any deductions for cleaning or damages, will be returned to the Member in the SASE.

**Keyless Door Entry Instructions:** To open the Clubhouse door, simply press the temporary four-digit code into the Schlage Dead Bolt Keypad, and then turn the deadbolt counter-clockwise while the lights are blinking. To lock the door, simply press and release the “Schlage” button at the top of the keypad and turn the deadbolt clockwise. When the blinking ceases, test the lock.

**First-Time Users:** First-time users are encouraged to schedule an appointment with the Clubhouse Coordinator to conduct a tour of the facility. This tour will demonstrate points of interest and appliance usage and provide an opportunity to ask and answer questions.