

**The Preserve Pavilion Reservation Form
Pavilion and Pool Hours 10:00 AM- 8:00 PM**

Name (Last, First) _____

Address _____

Email Address (for confirmation) _____

Date of Event ___/___/___ Start Time ___:___ AM/PM – End Time ___:___ AM/PM

(Parties may not last for more than three (3) hours)

Number of Guests _____ (No more than 50 guests at pavilion/No more than 20 guests at pool)

Type of Party _____

PAVILION USAGE AND RESERVATION POLICY

- The Board of Directors must review and approve/deny all reservation requests, and may limit requests for reservations on holiday weekends and during the swim season. Community sponsored events and HOA committee meetings will have priority when reserving the pavilion. The facilities will be reserved on first come, first serve basis by any Member in good standing with the Association. No reservations will be taken more than six (6) months in advance.
- A **\$150 security deposit** (payable to The Preserve HOA) will be required. The Member reserving the facility **MUST** be present during the entire event. For private functions there is a mandatory **\$75** reservation fee (payable to The Preserve HOA). This charge does not include any removal of trash, decorations or debris from the pavilion area. It is the responsibility of the Member to clean up and remove all trash following the event.
- The Board of Directors highly recommends members to hire lifeguards or off-duty policemen, for private events held at the pool and pavilion facilities. At the discretion of the Board, members may be required to hire said guards or lifeguards for private events, specifically but not limited to, any teenage, college age party.

I, the undersigned, acknowledge and accept the terms of conditions for the reservation and use of the facilities and property of the homeowners' association. I acknowledge that the homeowner's association and/or Community Management Associates will not be held liable for any misadventure or accident that may occur to any guests during my event. I also understand that the use of the amenities will be available to all other HOA members during this event and that the amenities are not for my private use at any time. Furthermore, I fully understand that the reservation is not finalized until Community Management Associates is in receipt of the reservation form accompanied by the security deposit and administration fee (if necessary). Person(s) reserving facility assumes all responsibility for damages and/or injury as a result of renting the facility. The Board of Directors retains the authority to retain any or all of the security deposit and impose fines, if all rules and conditions set forth are not followed as well as limit reservations on holiday weekends and during swim season, at the sole discretion of the Board. ***Alcohol is not permitted on HOA property at any time***

_____ Date: ___/___/___ Homeowner (Signed)

_____ Date: ___/___/___ Homeowner (Printed)

The Preserve Pool & Pavilion Facility

Guidelines

In order to keep the pool and pavilion a safe and enjoyable environment for homeowners and residents, we ask your cooperation in observing the following rules:

MEMBERSHIP:

1. Membership to the pool and pavilion facility is for homeowners, family members and or tenants only
2. (“Member”), who legally resides within The Preserve community (“Association”).
3. Members must be current on all Association dues, assessments, special charges, fines, etc. owed to the Association and is not in violation of any community rules as set forth in the Declaration of Covenants, Bylaws, and Recreational Facility Guidelines.
4. Members must accompany guests at all times, while they are using the pool and pavilion facility.
5. Members must have proof of membership (Pool Gate Card) with them at all times while using the pool/pavilion facility. If member is not able to provide proof of membership they will be asked to leave the premises and will be considered trespassing until such time they can provide proof of membership.

POOL AND PAVILION HOURS:

1. The pool and pavilion facility is scheduled to open from **May 20, 2021 through September 7, 2021.**
2. The pool and pavilion facility hours of operation are **10:00 AM to 8:00 PM.** Any person found in the pool and pavilion facility after stated hours of operation or during any time in which the facility is closed for any reason, without prior consent of the Board of Directors, will be trespassing.
3. Any person found trespassing shall be fined a minimum of \$100.00 and subject to legal prosecution. Members are financially responsible for any fines assessed to their family members, children or guests.
4. Lifeguards will be on duty at various times and days of the week. Please swim at your own risk should the lifeguard not be on duty at the pool facility.
5. Pool and Pavilion guidelines and hours are subject to change, without prior notice, at the discretion of the Pool Committee or Board of Directors.

POOL USAGE:

1. **Maximum number of non-resident guests is 4, per household.** Members who wish to invite more than 4, but no more than 20 non-resident guests, to use the pool facilities (i.e. pool party) must reserve the pavilion.
2. Children age 17 and under must be accompanied by an adult age 18 or older (ID may be requested) at all times.

PAVILION USAGE AND RESERVATIONS:

1. The purpose of the pavilion is to provide the Members of The Preserve Homeowners Association a facility for committee meetings, private parties and other approved activities. It is not designed or intended for large, open parties, organizations or group gatherings.
2. The Board of Directors retains the authority and must review and approve or deny all reservation requests, and may limit requests for reservations on holiday weekends and during the swim season. (Board of Directors has the authority to adjust the availability of reservations at their discretion.)
3. Reservations and usage times are limited to three (3) hours and fifty (50) people maximum. The Board of Directors must review and approve or deny all requests for functions that deviate from these established guidelines.

4. Facilities will be reserved on first come, first serve basis by any Member in good standing with the Association (see above: Membership # 2). No reservations will be taken more than six (6) months in advance.
5. Community sponsored events and HOA committee meetings will have priority when reserving the pavilion.
6. A signed Pavilion Reservation Form (“Agreement”), certificate of insurance, \$75 reservation fee and a \$150.00 security deposit (both payable to The Preserve HOA) will be required of the Member at the time of reserving the facility. The Member reserving the facility MUST be present during the ENTIRE event. A Pavilion Reservation Form can be downloaded from www.ThePreserveNeighborhood.com or you may contact Community Management Associates at 404-835-9202. All necessary documentation must be confirmed as received by Community Management Associates five (5) days prior to the reservation. If this information is not received by the deadline, then the reservation will be considered cancelled.
7. Do not tape or hang anything on the wooden beams in the Pavilion. This includes but is not limited to banners, balloons and streamers. If the board is notified after a post inspection that the beams have been damaged as a result of hanging items, then the full amount of the deposit will be retained by the Association.
8. Clean up should be completed immediately following the function and in accordance with the checklist.
9. If guests attending the function at the pavilion will be using the pool, the maximum number of nonmembers in the pool area is limited to 20 people.
10. The Board of Directors highly recommends members to hire lifeguards or off-duty policemen, for private events held at the pool and pavilion facilities. At the discretion of the Board, members may be required to hire said guards or lifeguards for private events, specifically but not limited to, any teenage, college age party or any function involving alcohol.
11. The pool area and bathrooms, located in the pavilion, will be available to all Members and their guests, regardless of any private function being held at the pavilion.
12. The Board of Directors retains the authority to fine any Members found to have a function/party without all conditions being met.
13. The Board of Directors retains the authority to retain any or all of the \$150.00 security deposit, impose fines, and privileges may be suspended if all rules and conditions set forth are not followed.

ENFORCEMENT OF RULES:

1. Members and Lifeguards have the authority and responsibility to personally enforce facility rules and/or communicate violations to a Pool Committee member, Board of Director member, or agents of the Management Company. The Gwinnett County Police Department will be contacted immediately if a patron is endangering the health and safety of another person. If asked, all members, including family members, are responsible for presenting proof of membership when entering the facilities.
2. Members should familiarize themselves with the rules and regulations to assure the safe and sanitary operation of the facilities. Parents are requested to read these rules to their children and caution them to observe all rules and regulations, and obey the instructions of all pool management employees.
3. Members are financially responsible for any debts, damages, or breakage caused by misuse or vandalism by their family and their guests, even in the event the member is not present with their family. Members must remain with their guests at ALL times when using the amenities. Any non-resident entering and using the pool and pavilion facilities without accompaniment by a Preserve member is trespassing and is subject to expulsion and legal prosecution.
4. Keycards are not transferable. Pool privileges of the offending parties will be immediately revoked if a keycard is found in the possession of someone other than residents of that assigned household.
5. Any adult or minor, whether member or guest, may be expelled at any time for failure to follow the pool and pavilion rules, unable to show access card, misbehavior, abusive language, intoxication, possessing illegal drug substances, or drug paraphernalia. Repeated misbehavior may result in monetary fines, indefinite suspension and legal prosecution. If an individual under the age of eighteen (18) is observed

engaging in any of the acts listed above but not limited to, the parent will be notified by a Pool Committee member, Board of Director Member, or agents of the Management Company. Lifeguards, Pool Committee, Board of Director Members and agents of the Management Company have the authority to expel anyone.

SAFETY AND SANITATION:

1. No diving, running, pushing, jumping, dunking, holding others under the water, or horseplay will be permitted in the pool or pavilion areas. Members are responsible for the behavior of their family and guests.
2. Any person having open blisters, cuts, or skin abrasions is not allowed to swim in the pool.
3. All swimmers and their guests are requested to take cleansing showers prior to entering the pool and after sunbathing with excessive suntan oils or lotions. Showers are located in the pavilion bathrooms.
4. Pets are not allowed in the pool, pool grounds and pavilion facility. Service assistance animals are permitted including service dogs for the physically challenged.
5. No wheels (skateboards, hover boards, wheelies, rollerblades, bicycles, scooters, ride-on toys such as Big Wheels or other similar equipment) except for service assistance vehicles are allowed to be ridden or used within the pool and pavilion facility. For security reasons, these items may be parked at the bicycle rack at the pavilion facility.
6. No basketballs or other sports equipment are allowed in the pool or pool deck. These items can be stored at the bicycle rack at the pavilion facility.

ATTIRE:

1. Proper swimming attire is required. Cutoffs and other improper swimwear are not allowed in the pool facility.
2. All Members and guests, including infants and toddlers, must have appropriate clothing on at all times while at the pool and pavilion facility.
3. Disposable diapers are not permitted in the pool. (The disposable diaper fibers cause damage to the pump and circulation systems.)
4. For health reasons, all non-potty trained children are required to wear manufacturer approved swim diapers **AND** plastic swim pants beneath a swimsuit.
5. Members are responsible for the clean-up and proper notification, to a Pool Committee member, Board of Director member, or agents of the Management Company of any fecal contamination in the pool. Members will be charged a \$100 fine per day for each day the pool remains closed, plus any additional fees or service charges to properly decontaminate the pool.

What to wear/ What NOT to wear to Your Pool!

For a Fun and Safe experience at your pool please wear always remember to dress appropriately



FOOD, DRINK, ETC:

1. Smoking is not allowed in the pool area. This includes but is not limited to, cigarettes, e-cigarettes, and cigars. Smoking is confined to the pavilion area only. Cigarette or cigar butts cannot be thrown on the ground. Smokers, please be considerate of non-smokers and the wind direction, etc.
2. Eating and drinking are not allowed within ten (10) feet of the edge of the pool.
3. No glass beverage containers, chinaware, or other sharp objects are allowed in the pool area.
4. Absolutely no chewing gum or tobacco chewing products are allowed in the pool area.
5. No person under the age of twenty-one (21) is allowed to consume alcoholic beverages. A person showing signs of intoxication may be denied use of the facility and is subject to suspension or expulsion.

6. After use, Members and their guests are responsible for cleaning up trash and straightening their tables and chairs in a nice and orderly manner.

GAMES, TOYS, RADIOS, ETC:

1. Exuberant games, toys and floats are not allowed when they interfere with the enjoyment of the pool by others.
2. High-powered squirt guns are not allowed in the pool and pavilion facility. If there are complaints concerning small squirt guns by anyone in the pool area, the offender will be asked to remove the squirt gun from the area immediately.
3. Radios must be maintained at a level of volume, which does not disturb others. Please be considerate of other Members and their right to enjoyment of the pool and pavilion facilities.
4. If any Lifeguard, Member, Pool Committee member, Board of Director Member or agents of the Management Company requests discontinuance of any such activities, compliance is required.

PERSONAL PROPERTY:

1. Members are not allowed to leave personal property in the pool and pavilion facility, unless prior approval is given by the Pool Committee Chairman or Board of Directors.
2. A lost and found box will be maintained in the pool area. Items left unattended are subject to disposal after 5 days, at the discretion of the Pool Committee or Board of Directors.

BATHROOMS, SHOWERS, TELEPHONE, STORAGE & PUMP ROOMS:

1. Bathrooms, equipped with showers, are located in the pavilion and will be open during pool facility hours.
2. Loitering in or around these areas is prohibited.
3. Only approved agents of the association are to enter the storage and pump rooms. Homeowners are prohibited to enter these areas.
4. A telephone is provided in the pavilion area for Member use only. It is primarily for emergency use. Please limit all non-emergency calls to two (2) minutes or less.

PAVILION PARKING:

1. Members or member's guests wishing to park a vehicle in the common area parking lot for more than six hours must obtain permission from Community Management Associates 404-835-9202. If any vehicle is left unattended for more than six hours it will be towed at the owner's expense.

MISCELLANEOUS:

1. Concerns or complaints should be brought to the attention of a Pool Committee member, Board of Director member or agents of the Management Company.
2. These rules may be amended without notice to promote a safe and sanitary operation of the facilities.
3. The Lifeguard, Pool Committee, Board of Directors or agents of the Management Company will handle subjects not covered by the above rules on a case-by-case basis.
4. The health and safety of our Members and their guests is ultimately their own responsibility. By use of the pool and pavilion facilities, Members agree to and are bound by these rules:
 - A. Agree to indemnify and hold harmless the Association and their officers, directors, employees, agents, and members, past, present and future, from any and all claims, costs, causes of action and liability (including but not limited to actual attorney's fees) resulting from negligence or otherwise for an injury, or any person or property, suffered by Member, or Member's family, employees, agents, guests, invitees or any member of the Association or any other person which arise from or are in any way related to the Member's use of the pool.

- B. Assume all responsibility for the actions and behavior of all persons present at the pool at the Member's request of invitation and Member agrees to be personally responsible for causing all such persons to comply with the rules and regulations concerning pool and pavilion use.
- C. Assume all responsibility, risks, liabilities and hazards incident to Members use of the pool and pavilion facilities and release and forever discharge The Preserve Homeowners Association ("Association") and their officers, directors, employees, agents, and members, past, present, and future from any and all claims, costs causes of action and liability for personal injury or death and damage to or destruction of property arising from Member's use of these facilities.

Video equipment is in use at the pool, deck areas, open pavilion areas, gate entrances, parking areas, basketball and tennis court areas. This equipment records images. The video system is not monitored, and is not designed or intended to provide any type of perceived security or safety.