

# *Rancho Monserate Country Club Homeowners Association, Inc.*

## **Rules and Regulations: Use of Rancho Monserate Country Club Facilities For Private Functions**

### Definitions

**Clubhouse:** includes Fireside Room, East Room, West Room, Card Room, Kitchen, Poker Room, Billiard Room, and Library. Only the Fireside Room, East Room, West Room, Card Room, and Kitchen are available for use for parties or gatherings.

**Pool:** includes pool, Jacuzzi and fenced pool area.

**Tennis Court:** refers to the court and canopied rest area.

**Golf Course:** includes practice net and putting green.

**19<sup>th</sup> Hole Facility:** Fire Pit Patio, enclosed 19<sup>th</sup> Hole patio and the 19<sup>th</sup> Hole building.

**Chapel:** refers to the Chapel building.

**Burchett Park:** refers to the Pond area park and Gazebo.

**Good Standing:** Owner/Resident who has no outstanding debts owed to the Homeowners Association.

### Use of Recreational Facilities

Certain recreational facilities of RMCC are for the exclusive use of Owner/Residents, these facilities being Pool, Tennis Court, Golf Course, Burchett Park and Gazebo, Billiard Room, Poker Room, Library and the 19<sup>th</sup> Hole Building. These facilities may not be used by guests during private functions. It is the responsibility of the owner/resident to ensure that guests follow all rules.

## Use of RMCC Facilities by Owner/ Resident In Good Standing

- A. A memorial for a deceased resident may be held free of charge in the clubhouse or chapel, see general rules below.
- B. An Owner/Resident may request use of the Chapel, Clubhouse ( maximum 100 people), or the 19<sup>th</sup> Hole Patio or Fire Pit Patio. **OWNER/RESIDENT MUST BE PRESENT AT ALL TIMES.** A refundable \$300.00 deposit plus a \$50.00 non-refundable linen charge, will be required upon application to reserve facilities. (05-10-2023)
- C. The 19<sup>th</sup> Hole Enclosed Patio may not be reserved prior to sunset.

## General Rules

1. Any social event scheduled by the Park Social Committee will take precedence over an owner/resident requested event. For the day (24 hour period) of such a park event by the Social Committee, no other park facilities may be reserved. (This does not pertain to regularly scheduled groups using the clubhouse, i.e. card groups, chorus, etc.).
2. **Memorial Services of a spouse are free of charge.** You must contact the office prior to the date you wish, to make sure it is available. There is no charge for setting up the room. If you need a Clergyman or Master of Ceremonies, **you** must engage such a person and pay for their services. If you need someone to coordinate a luncheon or refreshments, **you** must make the arrangements and pay for those services. If you need assistance, you may call the Office for information. We do not automatically offer these services.
3. You must sign-up for a personal party one month in advance in the Office.
4. Back-to-back parties, or events (including Memorial Services) can not be scheduled or permitted on the weekends. There is no janitorial service from Friday morning until Monday morning.
5. Any commercial use of the common area, must be approved by the Board. (12-09)
6. All functions must be over by 11:00 P.M. The only exception is New Years Eve. Loud noise is not permitted in the Patio area after 10:00 P.M.
7. **Smoking shall not be allowed in any indoor common area facility** including but not limited to the 19th Hole patio area, enclosed portions of the tennis courts, pool and spa area or within twenty feet of the entrance to any indoor facility. (09-10)
8. **We do not have a Liquor License, so if you serve it, you assume the risk.**  
Agreed by \_\_\_\_\_.
9. Automobile parking is permitted **only** on Dulin Road.
10. No decorations may be attached to walls. Only existing hooks on ceiling and light fixtures can be used.
11. No Clubhouse furnishings may be used outside.
12. Entertainers must provide their own sound system.
13. Candles, rice, birdseed, confetti or sparklers are not permitted.

The Association Social Committee plans and arranges park events on a regular basis. If a resident/owner wishes to ask the Chairman or a Committee Member to assist in decorating or helping with their private event, **the appropriate compensation of \$10.00 per hour should be arranged between the parties.**

### Cleaning Responsibilities

- A. All areas must be left in the condition in which they were found.
- B. Setting up and returning all furniture used to its proper place is the full responsibility of the Owner/Resident reserving the facility and must be coordinated with the office.
- C. All table tops and kitchen counters must be clean.
- D. Kitchen floors, hall floor and entry floor must be clean and carpets vacuumed.
- E. All trash bags must be taken to the dumpsters by the maintenance yard(including restroom trash bags).
- F. BBQs must be cleaned and turned off, if used.
- G. All appliances used must be cleaned and shut off and kitchen cleared of unused food.
- H. All dishes and utensils must be cleaned and returned to their proper place.
- I. All air conditioning and/or heat must be turned off and all lights turned off.
- J. A final meeting with a Board Representative will determine the condition of the premises. The refundable deposit or part thereof will be available after at that time.

Approved by RMCC Board of Directors May 10, 2023

## *Rancho Monserate Parties or Events Definitions*

### *Park Party or Events:*

A. A Park group, organization or the Social Committee sponsors a party or event, open to all residents and sells tickets. Costs shall be covered by the ticket sales, but if a shortfall occurs it may be covered by the Social committee funds. Ticket sales and costs shall be reported to the Treasurer of the Social committee.

B. An Arts and Crafts Fair and a Swap Meet may be held from time to time. Only Park residents may be exhibitors or engage in sales. Volunteer Guards are required if the event is advertised outside the park.

C. Bingo

### *Private Parties or Events Require:*

1. Completed **“Request Form”** one month before event
2. \$300.00 deposit
3. If the **clubhouse** tablecloths are used for any event there is a **\$50.00** non-refundable fee.

### *Parties That Require Board Approval:*

- A. A Park group or organization may sponsor a party to raise funds for an announced purpose. Tickets are sold and the proceeds are designated for the previously announced purpose. Any shortfall is to be covered by the sponsor.
- B. A resident, on behalf of an outside group (e.g. commercial, service club, non-profit organization, charitable organization) wishes to reserve Park facilities.  
**A \$150.00 non-refundable rental fee is required.** (Financial consideration may be given to non-profit and charitable organizations.)