

**COVE TOWERS PRESERVE CONDOMINIUM ASSOCIATION INC.
POLICY & PROCEDURE**

PROCEDURE AND RULES FOR CALYPSO CLUB SOCIAL ROOM

1. Any unit owner shall be permitted to schedule with the Property Manager, a private event at the Calypso Club Social Room at no charge and a maximum of three (3) times a year. Upon reserving the Club, the unit owner will be required to sign a statement with the Property Manager assuming full responsibility for any damage or any cleaning required. In lieu of a security deposit, the owner’s Association account will be charged for any of the following: a) any violation of this agreement, b) damage to the facility c) necessary cleaning by the staff to restore the club to its original state. Upon completion of the event, the Property Manager will provide the owner with a statement indicating any damage or if any cleaning is necessary.
2. Owners who have rented their unit may not reserve the Social Room. Renters leasing units for less than 1 year (short term) cannot reserve the Social Room. Renters leasing for 1 year or more (long term) can make Social Room reservations. The unit owner or long-term lessee must be present at the affair.
3. Only the social room and catering kitchen may be reserved. All other amenities including the cabana, other than guest suites, shall remain open to all unit owners and residents. No portion of the Social Room may be individually reserved. Under no circumstances are bathing suits or bare feet permitted in the social room. Proper attire such as Shirts, Shoes and Shorts must be worn while in the social room.
4. No loud or abusive language will be tolerated. The Cove Tower Preserve Owners are entitled to quiet and peaceful enjoyment of the Calypso Club areas.
5. Bring your own disposable serving plates, cups, barware and utensils, etc., as the Calypso Club does not provide them for you.
6. It is not permitted to have an event in the social room while simultaneously using the pool, pool deck & spa. It is permitted to use the Cabana and terrace during the event but these are not reserved.
7. Use the pool, pool deck and spa after the event, will be limited to six (6) guests per building unit. This number does not account for guests staying in the guest suite, which are limited to four (4) persons in the Calypso Club Area.
8. No scheduling shall be permitted during any holiday (federal or recognized religious). Also during any major sporting events, such as Super Bowl, World Series, NBA, NHL or NCAA finals.
9. All complaints shall be directed to the Property Manager, upon whose recommendation, the owner’s privilege to reserve may be revoked for a period of time, as determined by the Board.
10. Conformance to all fire codes, including occupancy limitation is required. The Association further limits the number of people in the social room to a maximum of 30 people other than at Association–sponsored events.

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11. The pool, the grill and the cabana may not be reserved at any time. Other owners must be allowed access priority to one grill.
12. Florida's state law prohibits smoking in any buildings. In addition, there will be no smoking in the pool, spa and grill areas.
13. No one in your party is allowed to be in the fitness center when reserving the social club, except to use the restrooms.
14. Notification of all scheduled events must be provided to all residents by the Property Manager by posting in advance unless it is an Association event. Scheduling cannot occur more than six months in advance.
15. No use of the facilities is permitted for commercial purposes unless passed by the Board.
16. Only unit owners whose dues are current may reserve the social room. Any reservations are for a maximum of five (5) hours and may not extend past 11:00 pm.
17. Any violation of this agreement can result in a fine as well as charges to the owner's Association account for damages.

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