

WATERSIDE CLUBHOUSE  
USAGE POLICY

RESIDENT HOST

1. The resident host must be a Waterside lot owner over the age of 18. The resident host **MUST** be at the clubhouse during the entire event.
2. **CHECK IN / CHECK OUT**  
Prior to the event and at the end of the event, the resident host and an HOA Board member, or their designated representative, will complete and sign the Check In / Check Out Condition form. All damage to the facility, including its contents such as furniture and appliances, indicated at the close of the event that was not indicated at the beginning of the event will be repaired by the HOA and charged to the resident host.

3. **FEES**

**There is a \$50.00 rental fee that will be collected at the time of check in.** Make the check payable to Waterside HOA, Inc.

**There is a \$100.00 rental deposit that will also be collected at the time of check in.** Make the check payable to Waterside HOA, Inc. and include a self-addressed stamped envelope. This needs to be a separate check from the rental fee.

The resident host will be responsible for any charges related to the condition of the clubhouse at check out. These could include excessive cleaning charges, repairs to damages, or replacement of missing property. See item 12 for information on potential late cancellation fees.

4. **FOOD**

There is no cooking of food inside the clubhouse. The microwave can be used to heat up items as needed. Cooked food can be stored in the provided Warming Cabinet to keep food at safe temperatures. All food must be removed from the clubhouse after an event.

5. **ALCOHOL**

Alcohol may be served at events provided the following conditions are met.

- No glass bottles
- No alcohol may leave the inside of the clubhouse
- All attendees must be 21 years old or older if alcohol will be served; provided, however, alcohol may be served if an attendee is under the age of 21 as long as the under---age attendee's parent or parents are in attendance along with the under---age attendee. The under---age attendee may not consume alcohol. It is the responsibility of the resident host to verify the ages of everyone at the event.

6. **PARKING**

Attendees at the event **MUST** park in one of the 43 available parking spaces at the Waterside amenity area. There is to be **ABSOUTELY** no parking by guests on neighborhood streets.

7. **NOISE**

Resident hosts are required to ensure that the noise from their event does not exceed the levels indicated in the City of Milton noise ordinance. The City of Milton noise ordinance is attached for your review (Attachment A).

8. **GENERAL CODE OF CONDUCT**

The resident host will ensure that all guests conduct themselves in a proper manner as to not disturb the surrounding homeowners or damage Waterside property. All attendees are expected to:

- behave in a controlled manner,
- use polite and appropriate language, and
- show respect towards guests and Waterside property and homeowners in general. Rough housing (running, fighting, wrestling, etc.) and ball play of any kind is not permitted in the

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clubhouse. Attendees at an event are to avoid disturbing homeowners and guests who are using the pool.

9. WEAPONS

Weapons, whether assembled or disassembled, real or fake, including but not limited to knives, guns, fireworks, chemicals, whether operational or not, will not be allowed in and around the clubhouse or on any common area of the community.

10. PETS

No pets are allowed in the clubhouse or in and around the pool.

11. EMERGENCIES In the event of an emergency, the resident host should:

- Immediately Contact 911 and report the emergency.
- Evacuate the guests from the property.
- Only after the above actions are taken, contact a member of the Homeowners Association and report the emergency.

There are 3 phones at the clubhouse – one inside the event room by the main door, and one on each end of the breezeway. **When reporting an emergency, the address of the clubhouse is: 12407 Waterside Drive, Milton GA 30004 Corner of Morningpark Circle and Waterside Drive 30004**

12. CANCELLATIONS

Please cancel your event no later than 5 days prior to the start of your event. You can cancel your event by opening your confirmation or reminder email or text and click on the CANCEL link. If you cannot find your email or text, please send an email to [reservations@watersideinfo.com](mailto:reservations@watersideinfo.com). **\*\*\*Failure to cancel before 5 days prior to the start of your event will result in a \$50 charge.**

13. SMOKING

Smoking is not permitted anywhere in the community amenity area. This includes the area inside and outside of the clubhouse.

14. ADHERENCE TO RESERVED TIMES / CLUBHOUSE HOURS OF OPERATION

- You are required to complete your event, including the required check out process, by the time indicated in your reservation.
- The Clubhouse is open from 7am to 10pm each day. Usage during other hours requires permission by the HOA Board of Directors.

15. FURNITURE

- The leather sofa, chair, coffee table and rugs are not to be moved from the set location in front of the TV for any reason. If it is determined the furniture has been moved for any reason a minimum of \$100 penalty will be assessed.

16. DECORATIONS / OPEN FLAMES

- No decorations may be hung to the ceilings, walls, trim, doors, windows, blinds, furniture or TV screen for any reason.
- Open flames, other than properly used sterno cans and "birthday" candles, are NOT permitted. No other candles or flames may exist in the structure at any time.

17. PENALTY Failure to comply with any of the above policies will result in one or more of the following actions:

- loss of clubhouse usage privileges for a designated period,
- monetary fines,
- reporting of behavior to the Milton Police.

I have read and understand the above outlined policies and will ensure that all guests at my event will conduct themselves in accordance with these policies. I further confirm that I will be in attendance for the entire event.

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**RESIDENT HOST**

**Homeowner's Association Representative**

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PRINT NAME

\_\_\_\_\_  
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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Signature

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