

POOL RESERVATION VILLAGES AT BERWICK/CHAPEL PARK HOA

The Chapel Park/Villages at Berwick Pool may be reserved for specific dates for parties up to 25 people. Please note that this reservation does not include exclusive use of the pool and members from Chapel Park and Villages at Berwick may still enter and use the pool. To reserve the Chapel Park/Villages at Berwick Pool for a party, please contact Sonya Comes at Association Services Inc., (843)842-0508. Have your preferred event date and time ready.

Address:

Association Services Inc.
1040 William Hilton Pkwy. Suite 200
Hilton Head Island, SC 29938
(843)785-7070

Fee: Fees for reserving the Chapel Park Pool:

Evenings (5PM - 8PM) and Weekends - \$25

Mornings and Afternoon excluding Saturday and Sunday - \$0

A deposit fee of \$100.00 (refundable) is required to secure a reservation of the Villages at Berwick/Chapel Park Pool. It will be held in until after your event. Failure to comply with these guidelines and checklist will forfeit this deposit.

Please make two checks out to either the Chapel Park HOA or Villages at Berwick HOA depending upon the association of the person reserving the pool. Please write separate checks for the deposit fee of **\$100.00** (deposit fee) and the appropriate fee for the rental. The checks must be received at the Association Services Inc. office with this signed agreement before your event time and date will be secured. Once your check is received at ASI, you will be contacted with a confirmation of your reservation. After your event, your deposit check will be returned to you via U.S. Mail provided all rules have been followed and no violations have occurred.

“By signing the attached form, I certify that:

I am an owner, resident, or renter in good standing of the below noted unit at Chapel Park/Villages at Berwick. I have read and agree to abide by the attached Rules & Regulations regarding the use of the Chapel Park/Villages at Berwick Pool; I understand that in addition to the attached rules I am also bound to adhere to all general Chapel Park/Villages at Berwick Rules & Regulations while on the Chapel Park/Villages at Berwick grounds; I understand that I am responsible for the actions of my non-resident invitees and guests; and that any violations of these rules will result in loss of my deposit and possible additional actions based on severity of the violation.”

CHAPEL PARK AT BERWICK HOA AND VILLAGES AT BERWICK HOA

POOL RULES & REGULATIONS

Any and all owners, residents, and tenants of the Villages at Berwick/Chapel Park community are provided the opportunity to reserve the Villages at Berwick/Chapel Park Pool for private functions or events.

Reservations are granted on a **first-come, first-served** basis and are contingent on receipt of applicable deposit fees and rental fees, along with a signed agreement (attached) promising to follow all applicable clubhouse rules. Additionally, all general Villages at Berwick/Chapel Park Rules & Regulations must be followed at all times while on the property.

Pool access is provided to every owner by means of a swipe card. If the reservationist is a renter/tenant whose unit owner did not provide Clubroom access, they must contact the owner directly or come to the ASI office and provide a copy of their signed lease agreement and drivers license at least 1 *business day* prior to the scheduled event for the access code.

Association Services Inc.
1040 William Hilton Pkwy. #200
Hilton Head Is., SC 29928
9:00 a.m. – 4:00 p.m., Monday through Friday

GENERAL POOL RULES

All reservationists are ultimately responsible for the behavior of their event guests and invitees. Parents or guardians are responsible for the behavior of their children.

Fitness Center Rules

- This facility is for use of Chapel Park and Villages at Berwick residents and their guests. A resident must accompany all guests.
- No one under 18 years old is permitted in the fitness center without an adult.
- No food or tobacco products are allowed in the fitness center.
- Fitness center equipment may not be altered, moved or adjusted in a manner not pre-approved by management or manufacturer.
- Benches and vinyl must be wiped down after use.
- If others are waiting to use equipment, please limit time to 20 minutes.
- You must obtain permission from a medical doctor to use equipment or participate in any fitness program.
- Use of the facility is always at the risk of the individual; the Homeowners Association assumes no responsibility or liability for any accidents or injuries.
- Please wear proper attire, including footwear.
- Management reserves the right to restrict use of the Fitness Center.
- Please refrain from using profanity in or around the Fitness Center.

Playground Rules

- Do not use equipment when wet.

- No smoking in or around the playground.
- No running, pushing, or shoving.
- Do not use play equipment improperly.
- No bare feet. Proper footwear is required.
- Adult supervision is required.
- Do not use play equipment unless designed for your age group.
- Play at your own risk.
- If you notice any broken equipment or playground hazards please report it to the HOA.
- Play area is closed from dusk to dawn.
- No pets are allowed in the playground area.
- No glass allowed in the playground area.
- Playground is for the residents and their guests of Chapel Park and Villages at Berwick. A resident must accompany all guests.
- Please close gate after entering and exiting the playground area.
- Please refrain from using profanity in or around the playground.

Swimming Pool Rules

- No lifeguard on duty, swim at your own risk.
- No diving.
- Unattended solo bathing is prohibited.
- Children under the age of 18 shall not use pool without adult in attendance.
- Children, three years old and younger, as well as any child not potty trained, must wear snug fitting plastic pants or a water resistant swim diaper.
- No glass articles allowed in or around the pool.
- No smoking in or around the pool area, smoking in designated areas only.
- Please leave the pool area clean, remove all personal belongings and trash before exiting the pool area.
- When entering the pool area if you notice any damage, please call the HOA Manager immediately.
- No food, drinks, or wrappers shall be permitted within ten feet (10') of the swimming pool.
- No running or rough play allowed.
- No swimming allowed during heavy rain or when thunder and lightening can be seen or heard.
- Swimming pool is for residents of Chapel Park and Villages at Berwick and their guests. A resident must accompany all guests.
- Gates must be closed after entering or exiting the pool area.
- Emergency telephone is located poolside.
- Please refrain from using profanity in or around the swimming pool.
- Please return all furniture to its original location before leaving the pool area.
- The swimming pool is closed from dusk to dawn.

Specific Rules for Reservations

- Parties greater than 10 people require reservations. The maximum party size is restricted to 25 people including all residents and guests.
- Reservations must be made through the community Manager.
- The pool area may be reserved only during hours the pool is open (from dawn to dusk).
- Reservations shall not restrict the use of the pool, playground, and/or fitness center by residents of Chapel Park and Villages at Berwick.
- Music, amplifiers, and other audio equipment shall be kept at a level not heard by homes in the neighborhood.

- After the reservation is concluded:
 - The pool area, playground, bathrooms, and fitness center must be cleaned and left free of debris. **All trash must be removed from the facility.**
 - All tables, chairs, and equipment must be returned to its original location.
 - All decorations, equipment, and personal items must be removed from the facility.
 - Lights and fans are to be turned off if no one else is in the pool or playground area.
 - The area must be inspected for any damage and if needed reported to the association manager.
 - All gates and doors are to be left shut be leaving.
 - All clean up must be completed within two (2) hours of the reservation.

Unauthorized use or failure to reserve the amenity center for parties of 10 or more can result in termination of amenity card access and/or fines. Those owners/guests or tenants causing a nuisance at the amenity center may result in local authorities being called.