

**CRYSTAL LANE
COMMUNITY ASSOCIATION**

CLUBHOUSE RULES AND REGULATIONS

The following rules and regulations will apply upon completion of the clubhouse:

1. **The facilities are for the use of Crystal Lane members who are current with assessment dues.** The use of facilities may be restricted by the Board of Directors for violation of the Crystal Lane Rules, delinquent assessments, or deliberate abuse of the recreational facilities or common areas.
2. Your facilities may not be used for commercial purposes other than those endorsed by Crystal Lane Community Association and events in which Association members may participate. The Declarant has the right to reserve and use the facilities at any time for marketing events during the time when Lots and Condominiums are for sale by Declarant. Also, facility usage is approved free of charge for Crystal Lane endorsed activities i.e., Association meetings, Association sponsored holiday parties.
3. Regularly scheduled events have precedence over non-scheduled (reserved) events in any Crystal Lane facility.
4. In accordance with the law of the State of California, no one under the age of twenty-one (21) shall be served an alcoholic beverage while on the premises. If alcoholic beverages are served at functions held at the facility, no minors are to be present without parental permission, and the member renting the facility is responsible for all conduct of anyone consuming alcoholic beverages or on the premises while alcoholic beverages are being served.
5. The reserved function shall conclude at 11:00 PM.
6. The renter shall arrange for pick-ups and deliveries (if any) to be made the day of the event.
7. Clean-up includes picking up all trash in and around facility, wiping up any large messes on counter tops and around floor, putting chairs and tables away and making sure the air and lights are off. All clean-up must be completed prior to midnight or risk losing your deposit. **Initials** _____
8. The renter hereby warrants that there will be no charge to his/her guests for admission, food, beverages, or entertainment on the premises. Crystal Lane Community Association sponsored events may charge admission or a use fee to recoup expenses.
9. Management reserves the right to close any of the facilities at any time in order to repair, clean and maintain premises.

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FACILITY RESERVATIONS

The following rules will apply upon completion of the clubhouse facilities:

1. Reservation of the facility does not include the pool facilities. The pool, spa and wader may be used, but other homeowners and guests may not be excluded from the pool area. No tables, chairs, lights, heating equipment, candles, games, food or any other equipment or use may be made of the pool area by persons renting the clubhouse facility. Although guests may utilize the pool area for swimming or sitting, the pool area cannot be exclusively rented by persons renting the clubhouse. All equipment, tables, chairs, lights, and other party props must be placed and used solely within the Clubhouse facility itself and not in the pool area. No unsafe or hazardous materials, no flammable or direct flame items may be used in the clubhouse.
2. Regularly scheduled Crystal Lane functions have priority for reserving the facilities for open dates.
3. An application for reservation of the facility must be made by a Homeowner through Management and the applicant must be present during the period the facility is in use under such reservation.
4. The facility may be reserved twenty-four (24) hours in advance.
5. Live music is allowed between 9 AM to 10 PM.

Facility Fees

1. The fees for reserving the Clubhouse must be paid to Crystal Lane Community Association at the time of reservation and including the following:
 - A. Crystal Lane Community Activity
(Board authorized functions for Association Members) No Charge
 - B. Non-Refundable Clean-Up & Use Fee: \$100.00
 - C. Refundable Deposit Check: **(Returned if clubhouse is cleaned up)**
Initials _____ \$200.00
 - D. A reservation form must be completed and submitted to Management along with the Non-Refundable Clean-Up & Use Fee in the amount of \$100.00 **and** the Refundable Deposit in the amount of \$200.00 **THREE (3)** days in advance of the desired reserve date.
2. Refund of deposits are subject to cost(s) incurred for:
 - A. Damage to a facility and/or its contents.

- B. Damage to a recreational common area by members or guests.
 - C. Violation of any of the Rules and Regulations of Crystal Lane Community Association.
 - D. There shall be a \$25.00 fee if the air conditioning unit is left on following the use of the Clubhouse. Initials _____.**
 - E. Maximum of 5 bags of trash can be left in the clubhouse following your event. Anything over 5 bags will be an extra charge taken off your deposit.
3. Should any damage occur to the facility, the Association's ability to recover additional damages from the Owner will not be limited to these deposit amounts. The Association reserves the right to hold a hearing and thereafter assess an Owner for damage to the common area Clubhouse facility for any additional damage above and beyond those amounts covered by the deposit fees.
 4. The deposit will be refunded within Three (3) weeks after reserve date providing there has been no damage to the clubhouse and it has been left in a clean and orderly condition. Maximum of 5 bags of trash can be left in the clubhouse following your event. Anything over 5 bags will be an extra charge taken off your deposit.
 5. Please advise your guests there is "No Parking" in fire lanes.

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CLUBHOUSE FACILITY RESERVATION FORM

PLEASE NOTE: A reservation form must be completed and submitted to Management along with the Non-Refundable Use Fee in the amount of \$100.00 **and** the Refundable Deposit in the amount of \$200.00 THREE (3) days in advance of the desired reserve date:

Crystal Lane Community Association
c/o StoneKastle Community Management, Inc.
22722 Old Canal Road, Unit B
Yorba Linda, CA 92887

Name:

Address:

Phone Number:

Date Requested:

Reservation Time (includes time for set up and clean up):

From: _____ a.m. To: _____

*Clubhouse will not be available for set up prior to 10 A.M.

Event Time (guest arrival time to guest departure time*):

From: _____ a.m. To: _____

*Function must conclude no later than 11:00 P.M.

Number of Guests: _____

FOB Number: _____

Deposit and Use Fee Requirement

(Checks payable to Crystal Lane Community Association):

\$100.00 Non-refundable Use Fee

\$200.00 Refundable Deposit

The Association provides minimal cleaning for your event. Please be sure to clean up after yourself. Maximum of 5 bags of trash can be left in the clubhouse following your event. Anything over 5 bags will be an extra charge taken off your deposit.

Type of function (e.g., birthday party, meeting, cocktail party, etc.): _____