

# CLUBHOUSE / THEATRE / GAME ROOM RESERVATION REQUEST

The clubhouse, theatre and game room are not intended to be monopolized by any group or individual and the Tuscany Master Association Board of Directors reserves the right to limit use if in its sole discretion determines that the frequency of use is inappropriate.

Reservations should be made a minimum 7 days in advance for the Clubhouse and 24 hours in advance for the Theatre or Game Room. Events and uses that are open to all residents of the Tuscany Master Association will be given priority. Second priority will be given to events open only to residents of one sub-association, Lucca, Bella, Carillon or Cecina. Private events will be considered after the association requests. Blackout dates may apply.

Please place a check next to the facility you wish to reserve:

- Clubhouse
- Theatre
- Game Room

Please place a check next to the type that applies:

- Community Event (open to all Tuscany homeowners)
- Association Event (open only to the homeowners in a particular association – i.e. Lucca)
- Private Event (i.e. Bridal Shower, Birthday)

Requested Date: \_\_\_\_\_ Alternate Date: \_\_\_\_\_

Time of event: from \_\_\_\_\_ to \_\_\_\_\_ #of people attending: \_\_\_\_\_

Please describe the type of event \_\_\_\_\_

Will food and beverages be served (clubhouse only)? Yes \_\_\_\_\_ No \_\_\_\_\_

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### Homeowner Information:

Account number: \_\_\_\_\_ Association: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

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Signature

Completed Request should be submitted to:  
Gold Crown Management, Inc.  
Attn: Robin Clark  
1805 Oak St  
Myrtle Beach, SC 29577  
Ph: 843-445-6007 Fax: 843-916-0296

## CLUBHOUSE / THEATRE / GAME ROOM USE AGREEMENT

The clubhouse, theatre and game room are available to Tuscany Master Association members in good standing and may be contracted for parties, meetings and special occasions subject to the following general terms and conditions. Other conditions may apply depending on the use.

1. Reservations for use of the clubhouse theatre or game room should be made by calling Gold Crown Management at (843) 445-6007 and completing a Reservation Request to ascertain the availability of the facility on the desired date. Alternate dates may also be given. Reservations may be made for a specific date and time (blackouts may apply). No function shall exceed four hours.
2. There is a \$100.00 refundable deposit required for the rental of the clubhouse for a function lasting up to 4 hours. There is no fee or deposit for the use of the Theatre or Game Room.
3. The member agrees to remove all trash and garbage from the building at the end of the event and place in trash receptacles outside the building. Do not remove trash receptacles from the building. Any cleaning charges incurred will be billed to the Responsible Party for immediate payment.
4. The clubhouse furniture must remain inside the building at all times.
5. The Responsible Party making reservations will indicate, by signature, that he/she has read and agrees to abide by the rules, regulations and conditions (enclosed) for the use and reservation of this facility. Further, the Responsible Party must be a property owner in good standing and **MUST BE PRESENT** during the function.
6. The Responsible Party assumes the responsibility for the following:
  - a. The conduct of his/her invited guests.
  - b. Use of the Clubhouse must be concluded by 10:00 pm.
  - c. Use of the Game Room or Theatre must conclude by 11:00 pm.
7. Please turn off the lights and all equipment used. Make sure all doors are closed and locked when you leave the facility.
8. Please sign and return the contract agreement to reserve the clubhouse, theatre or game room.
9. The Responsible Party accepts all responsibility for injury, losses, damage, liability, loss of use and agrees to completely hold Tuscany Master Association and its agents harmless for loss, damage, and injury of any kind on and to the premises.

*Note: Community and / or Association Events are exempt from this Hold Harmless Clause.*

I certify that I have read and agree to abide by all the rules and regulations outlined above.

Signature of Responsible Party: \_\_\_\_\_ Date: \_\_\_\_\_

## **TUSCANY GUIDELINES, RULES, AND REGULATIONS FOR COMMUNITY RECREATIONAL FACILITIES**

The game room, theatre, fitness center, and facilities located on the lower level of the premises of the association are available for the use and enjoyment of owners, dependents, guests, and temporary renters in accordance with these guidelines, rules, and regulations. Property owners in the association, whose annual dues are not in arrears, with no unpaid fines, and not in violation of established guidelines, rules and regulations, shall have a perpetual right to use these facilities as long as they remain property owners, subject to the established guidelines, rules and regulations governing their use.

Property owners are responsible for the behavior of their guests when they are using the facilities within the association. Property owners are responsible for any damage to the facilities or violations performed by their guests or tenants.

### **USE OF CLUBHOUSE -UPPER LEVEL**

#### **Hours of operation: 6:00 am – 10:00 pm**

1. The Master Association shall have first priority in reserving the clubhouse for events.
2. Private rental of the clubhouse facilities is restricted to property owners only. An owner must be present for the duration of any function for which he/she is renting the facility. There is a \$100.00 refundable deposit if the facility is returned to its pre-function condition.
3. A rental agreement must be signed by the property owner. A copy of this agreement is available at Gold Crown Management who can be reached by phone at 843-445-6007.
4. Rental of the clubhouse shall not restrict the use of the restrooms from residents and their guests utilizing the other recreational facilities.
5. Clean up of the facility must be completed by the morning immediately following the event. An inspection of the facility will be made by a member of the Board of Directors, or their designated representative, and the reserving owner to determine that the facility has been returned to its original condition. Should there be any damage to any property; the owner will be charged accordingly. Failure to reimburse the Master Association for damage could result in a lien being placed

upon the owner's property according to the procedures and regulations of the Master Association;

6. A catering kitchen is available for holding and serving hot and/or cold food. Utensils, dishes, flatware or glasses are not available at the facilities.
7. All food must be consumed within the clubhouse or on the terrace.
8. Parental supervision of children under the age of 18 is required at all times and at all facilities.
9. Residents are welcome to rearrange the furniture within the clubhouse, but are responsible for returning all items to their original locations. Rental furniture may be used to supplement the building furnishings.
10. Residents who rent the facility are expected to remove all trash; clean the kitchen area and furniture, sweep the floor, and return the clubhouse to its original condition.
11. Residents must provide trash liners, coffee filters, cleaning materials, towels, soap, etc.
12. Residents may use the tables and chairs provided. There will be no renting or using the Association furniture for uses away from the clubhouse (i.e.: at a resident's home). If you rent additional furnishings, they must be removed from the clubhouse by the next morning.
13. Appropriate attire will be required on the premises at all times.
14. No animals are allowed in the clubhouse.
- 15. Consumption of alcoholic beverages on the premises is prohibited.**

## USE OF THE GAMEROOM

Hours of operation: 6:00am – 11:00 pm

The game room can be used by any owner during the hours of 6:00 am – 11:00 pm. without a reservation.

The following applies if you would like to reserve it for a private function.

1. The Master Association shall have first priority in reserving the game room for events.

2. Private rental of the game room is restricted to property owners only. An owner must be present for the duration of any function for which he/she is reserving the game room.
3. A rental agreement must be signed by the property owner. A copy of this agreement is available at the Managing Agent's office. The Management Company can be reached at 843-445-6007.
4. Clean up of the game room must be completed by the morning immediately following the event. An inspection of the game room will be made by a member of the Board of Directors, or their designated representative, and the reserving owner to determine that the facility has been returned to its original condition. Should there be any damage to any property; the owner will be charged accordingly. Failure to reimburse the Master Association for damage could result in a lien being placed upon the owner's property according to the procedures and regulations of the Master Association.
5. Parental supervision of children under the age of 18 is required at all times.
6. Appropriate attire will be required on the premises at all times.
7. No animals are allowed in the game room.

## **USE OF THE THEATRE**

**Hours of operation: 6:00am – 11:00 pm**

**Sign up for use of the theatre should be done through Gold Crown Management at 843-445-6007.**

**Reservation of the theatre for a private function would require the following:**

1. The Master Association shall have first priority in reserving the theatre for events.
2. Private rental of the theatre is restricted to property owners only. An owner must be present for the duration of any function for which he/she is renting the theatre.
3. Gold Crown Management must be called to Reserve the Theatre. They can be reached at 843-445-6007. The theatre can be reserved up to 24 hours in advance. If the theatre is used for a private party (closed to homeowners) a reservation form must be filled out.
4. Clean up of the theatre must be completed by the morning immediately following the event. An inspection of the theatre will be made by a member of the Board of Directors, or their designated representative, and the reserving owner to determine that the facility has been returned to its original condition. Should there be any damage to any property; the owner will be charged accordingly. Failure to reimburse the Master Association for damage could result in a lien being placed upon the owner's property according to the procedures and regulations of the Master Association.

5. Parental supervision of children under the age of 18 is required at all times.
6. Please remember that the theatre is a community viewing facility and choose material accordingly .The Board of Directors will not be responsible for monitoring viewing materials.
7. Food and drink are not permitted in the theatre.
8. Smoking is prohibited in the theatre.
9. Appropriate attire will be required on the premises at all times.
10. No animals are allowed in the theatre.

## FITNESS CENTER

Hours of operation: 6:00am – 11:00 pm

The use of this facility is for property owners, their guests, and rental guests ONLY.

1. The use of these facilities is at the risk of the owner or rental guest. Care should be taken to familiarize yourself with the posted instructions for each piece of equipment.
2. All owners, renters, and guests should be considerate of others when using the facility (i.e. volume of TV or other radio equipment, conversational levels, length of time utilizing a single piece of equipment, etc.).
3. Use of the facilities by individuals under the age of 18 years requires parental supervision.

The association will permit owners or rental guests to contract independently with a personal trainer on a scheduled basis for instruction. The trainer needs to understand that no solicitation is permitted in the community and his/her use of the facility should be limited to the instruction time for which he/she is being paid.